



Steven M. Neuhaus
County Executive

IMMEDIATE OPPORTUNITY

PRINCIPAL SYSTEMS ANALYST

Applications are being accepted for the position of Principal Systems Analyst. This position is allocated to the competitive class. The nature of the appointment is provisional pending outcome of a Civil Service Examination. Examination will be announced at a later date. The Principal Systems Analyst is responsible for reviewing and analyzing a variety of governmental operating procedures and problems and for developing logical system solutions. The work is carried out in accordance with established policies and procedures and involves working with department personnel and management staff to analyze existing systems and workflow to evaluate efficiency and effectiveness. Incumbent oversees the development of a Request for Proposal (RFP) with all new user requirements, vendor selection and/or the development and installation of new systems. Responsible for planning and life cycle processes of a project. This class differs from that of Senior Systems Analyst by virtue of having multiple project responsibilities and supervisory responsibilities. Work is performed under general supervision with latitude for independent judgment in all phases of systems support. General supervision is exercised over the work of all application support staff. Incumbent may be required to work flexible hours, evenings and/or weekends. Does related work as required.

MINIMUM QUALIFICATIONS: Either:

- (A) Bachelor's Degree, or higher, in Computer Science, or related field and three (3) years of paid work experience which shall have included project management involving analysis, design, evaluation and implementation of computer-based information systems, one (1) year of which shall have been in a supervisory capacity; OR
- (B) Associate's Degree in Computer Science, or related field and five (5) years experience as defined in (A) above, one (1) year of which shall have been in a supervisory capacity; OR
- (C) Graduation from high school or possession of high school equivalency diploma and seven (7) years of experience as defined in (A) above, one (1) year of which shall have been in a supervisory capacity.

Special Requirements: Possess and maintain a valid driver's license. Ability to lift and carry fifty (50) pounds.

Note: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

STARTING SALARY: Orange County employees as per contract for grade 16
New employees: \$40.3720 per hour

Competitive examination is a requirement for this position

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION.

Email Application, Resume and Three (3) References to:
Orange County Department of Information Technology Services
Glenn Marchi, CIO
ITJobs@orangecountygov.com

Open announcement until position is filled

Please visit www.orangecountygov.com and follow the link to the Department of Human Resources
Equal Opportunity Employer

Issued Date: 4/8/24