



# United States Court of Federal Claims

717 Madison Place NW  
Washington, DC 20005

## POSITION VACANCY

<b>Announcement Number:</b>	<b>CFC-2024-02-IT</b>
<b>Position Title:</b>	<b>Systems Engineer</b>
<b>Open Date:</b>	<b>January 15, 2024</b>
<b>Close Date:</b>	<b>Open Until Filled</b>
<b>Type of Appointment / Position:</b>	<b>Permanent / High Sensitive</b>
<b>Grade / Salary Range:</b>	<b>CL-28 (\$79,339 - \$128,992) Promotion potential up to CL-29</b>
<b>Duty Location:</b>	<b>Washington, DC</b> (conveniently located across from the White House and Lafayette Park, one block from McPherson Square Metro)
<b>Who May Apply:</b>	<b>U.S. Citizens (or persons eligible to work in the United States)</b>

### **Position Overview and Representative Duties:**

The Systems Engineer is responsible for all servers and related equipment hosted locally at the U.S. Court of Federal Claims (USCFC) as well as the virtual servers and environment hosted at the Judiciary Datacenters (JDC). This position is located in the U.S. Court of Federal Claims IT/Systems Office. The incumbent is responsible for the engineering, configuration, installation, maintenance, and upgrade of all windows-based equipment including all servers, storage, and host operating systems on physical or virtual servers; provides technical IT support and training to the court unit staff; works with major national systems and those developed or customized for local use. The incumbent works with management in planning, design, maintenance, and support of systems to improve efficiencies. Customer service is a key to the success of the court unit and must be demonstrated by the incumbent.

This position is eligible for regular and recurring telework. The actual amount of telework is based on the suitability of the candidate, the position, and the needs of the court.

No relocation expenses will be paid.

### **General Experience:**

The candidate must have IT support experience and a performance history that demonstrates outstanding customer service and troubleshooting skills. The candidate will be responsible for the installation, configuration, and administration of all servers and associated computer center equipment. The ideal candidate will have significant experience and certifications in the areas of VMWare and Microsoft Windows Server/Active Directory. The successful candidate will be a self-starter who is able to work with minimal direction. The ability to create and maintain appropriate system configuration documentation is also required.

- Design, configure, and implement enterprise class computer system hardware and operating system software.
- Install, configure, and maintain enterprise storage solutions.
- Design, install, and maintain server environments using virtualization technology.

- Provides expert level systems administration of Windows Active Directory including maintaining file servers, group policy, replication, print servers, DNS, DHCP, and VMware with DEM.
- Install, configure, and utilize enterprise tools for the monitoring and administration of enterprise network and server systems, ensuring efficient operations 24/7.
- Plan, coordinate, implement, and test system security measures to protect data, software, and hardware. Monitor and optimize hardware, operating systems, and databases to improve system performance and reliability.
- Develop and implement short-term and long-range system improvement plans for the court unit, ensuring that the changes can be implemented with minimal disruption at the court site.
- Provides expert level assistance to other IT/Systems Office Staff in areas including system administration, PC configuration, troubleshooting, and management.
- Provide training on new hardware, programs, and databases to all staff members as well as refresher training as needed.
- Provide day-to-day system backup, and regularly monitor day-to-day operations of the equipment and systems. Recommend updates to ensure continued operation, and act as the technical expert in solving computer system problems. Install security, operating system patches, and database software upgrades.
- Other technical duties as assigned.

**Certifications:**

- Candidates with certifications from Microsoft and VMware are strongly preferred.

IT experience in federal courts, law firms, or other legal environments is highly desirable, as is training in or a working knowledge of the following areas: Office 365, SharePoint, OneDrive, Kace Systems Deployment, and other areas relevant to the position.

The successful candidate must be a self-starter as well as detail oriented. The candidate must be highly organized and tactful, possess good judgment, poise and initiative, and maintain a professional appearance and demeanor at all times. Must have strong prioritizing and problem-solving skills. Must have solid communication skills (written & oral) to communicate effectively with persons within the court of various levels of technology expertise front line staff to chambers, as well as with persons outside the court. A demonstrated ability to work harmoniously with others in a team environment and to exhibit a professional manner is a must.

**To qualify at the CL 28 level:** Two years of specialized experience, including at least one year equivalent to work at the CL-27 or the completion of a master's degree or two years of graduate study (27 semester or 54 quarter hours) in an accredited university in information technology or a field closely related to the subject matter of the position. Specialized experience is progressively responsible experience in or closely related to the work of the position that has provided the knowledge, skills, and abilities to perform the duties of the position successfully.

**Preferred Qualifications:** Completion of a bachelor's degree from an accredited college or university in information technology or a related field. Five (5) years of specialized experience which demonstrates working knowledge, skills, and abilities to successfully perform the duties of the Systems Engineer may be substituted for the degree requirement.

## **Benefits:**

- 11 paid holidays, 13-26 days paid annual leave (increases with service), 13 days paid sick leave annually
- Family and Medical Leave Act and Paid Parental Leave after 12 months of federal, civilian service
- Participation in the Federal Employees Retirement System (FERS). Optional participation in the Thrift Savings Plan (up to 5% employer matched contributions).
- Optional participation in the Federal Employees Health Benefits Program (FEHB), Federal Dental and Vision Insurance Program (FEDVIP), the Federal Employees' Group Life Insurance (FEGLI), and the Flexible Benefits Program
- Public transportation subsidy, on-site fitness center, Employee Assistance Program (EAP)
- Public Service Loan Forgiveness program pursuant to the term of the ([PSLF](#)) program

## **How to Apply:**

To apply for this position, you must combine ALL documents listed below into a single PDF file and email to [uscfcjobs@cfc.uscourts.gov](mailto:uscfcjobs@cfc.uscourts.gov). Zip files and faxes will not be accepted. Please include the Title and Job Announcement Number in the subject line.

- **Cover Letter** (include the Announcement Number and the position title and address your qualifications relating to the duties and responsibilities of this position);
- **Résumé**;
- **Form AO78 Federal Judiciary Application Form** which can be found at: [www.uscourts.gov/uscourts/FormsAndFees/Forms/AO078.pdf](http://www.uscourts.gov/uscourts/FormsAndFees/Forms/AO078.pdf);
- **Three (3) business/professional references** with name, affiliation, and contact information;
- **Salary History** for prior three (3) years;
- If a current Federal Civilian Employee, your **latest Personnel Evaluation** and your **latest SF-50**; and,
- If a current or recently discharged or retired military member, your **latest Officer Evaluation Report (OER), Enlisted Evaluation Report (EER) or equivalent, and a copy of your DD Form 214.**

## **What to Expect Next**

- The court will conduct an evaluation of each applicant's qualifications and materials after receipt of a complete application package.
- Applicants selected for an interview will be contacted. Interviews may commence immediately.
- The court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, and/or to commence interviews immediately, any of which actions may occur without prior written or other notice.
- This is an "Excepted Appointment" and an "At Will" position. Federal Government Civil Service classifications or regulations do not apply.
- All appointments are subject to a full background check including an FBI Fingerprint Background Check, as well as periodic reinvestigation.
- If offered employment, such employment will be provisional pending the satisfactory completion of a mandatory Fingerprint and Background Investigation. The provisional nature of your employment, however, will not affect your start date, salary, or other benefits.
- No phone calls please. Only those candidates selected for an interview will be contacted.

- The United States Court of Federal Claims is an Equal Opportunity Employer.