



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 52456

POSITION TITLE: TECHNICAL MANAGER **JG:** 30

LOCATION: Appellate Division, Second Department
45 Monroe Place Brooklyn, NY 11201

BASE SALARY: \$119,638 + \$4,775 LOCATION PAY

CLASSIFICATION: Non-Competitive/Confidential

QUALIFICATIONS: Bachelor's degree in Computer Science, Software Engineering, or a related field and six (6) years of related technical experience; or An equivalent combination of education and related technical experience. **To be qualified for this position, you must have a valid driver's license. Travel throughout the ten counties of the Second Judicial Department is required.**

DISTINGUISHING FEATURES OF WORK: Technical Managers work under general supervision in the Division of Technology. Technical Managers manage subordinate technical staff. They deploy staff to court locations to resolve technical problems. They work with executive and local court managers in order to set and implement technical initiatives and projects and for ensuring that all technology services are delivered in accordance with the Division of Technology policies and requirements. They oversee the management of multi-vendor client/server technology environments and coordinate the resolution of problems with computer equipment and network design. Technical Managers act as projects managers and perform other related duties.

ASSIGNMENT: The successful applicant will assist the Senior Technical Manager in the supervision of the Information Technology (IT) Department in the Appellate Division of the Supreme Court, Second Judicial Department, and its ancillary agencies, which covers a 10-county geographical area (Kings, Richmond, Queens, Westchester, Rockland, Putnam, Orange, Dutchess, Nassau, and Suffolk). This role requires in-depth knowledge of Microsoft Windows Server, Windows Desktop OS, Dell hardware, networking principles, Active Directory support tools, scripting, and SCCM. Familiarity with the court's technical requirements and a working knowledge of Oracle Database is preferred. Responsibilities include, but are not limited to, the following: Helping to oversee the daily operation of the IT department, including training and evaluating staff. Support special projects as directed by the Senior Technical Manager; assist in developing IT related budgets and systems for monitoring expenditures; providing technical guidance to LAN administrators and delegate work duties to subordinates, and ensure tasks are efficiently distributed. Required skills include but are not limited to: Extensive knowledge of Microsoft Windows Server and Desktop OS; proficient in Oracle Database systems; Hands-on expertise with VBA coding, WPF frameworks, and the C# programming language; in-depth knowledge of Dell hardware, networking concepts, Active Directory support tools, and SCCM management tool; understanding of industry standards and the ability to stay current with the latest technology trends; familiarity with the court's technical requirements; excellent interpersonal and communication skills, both verbal and written; ability to handle confidential matters.

GENERAL INFORMATION: The above statements are intended to describe the general nature and level of work performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: **1**.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at www.nycourts.gov/careers/UCS5.pdf) and a resume and cover letter by email to AD2-Postings@nycourts.gov with the appropriate announcement number in the subject line or by mail to:

Appellate Division, 2nd Department
45 Monroe Place
Brooklyn, New York 11201
Attention: Human Resources Department

[APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM.](#)

POSTING DATE: October 24, 2024

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: November 21, 2024

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