

UNITED STATES COURT OF APPEALS FOR VETERANS CLAIMS

625 Indiana Avenue, N.W., Suite 900

Washington, D.C. 20004

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**POSITION VACANCY ANNOUNCEMENT**

**Announcement No.:** 12-10

**Issuing Date:** 10/15/12

**Closing Date:** 10/22/12

**Position:** Deputy Director, Office of Information Technology

**Series:** 2210

**Pay Rate:** Court Schedule: CS-14 (equivalent GS-14, salary range including 2012 Washington - Baltimore Locality Pay is \$105,211 to \$136,771).

**This appointment is made without regard to Title 5 governing appointments in the competitive service. All appointments are excepted service.**

**Conditions of Employment:** A background security investigation will be required for all new hires. Appointment will be subject to the applicant's successful completion of fingerprinting and a background security investigation with favorable adjudication. Failure to meet these requirements will be grounds for termination.

**Area of Consideration:** U.S. Court of Appeals for Veterans Claims Employees Only

**Duties and Responsibilities:** The United States Court of Appeals for Veterans Claims (USCAVC) is seeking a highly motivated and experienced individual to fill our Deputy Director, Office of Information Technology position located in Washington, DC. The Deputy Director will report directly to the Director and provide leadership by making assignments and determining responsibilities and priorities for the staff, develop new approaches where current practices do not support evolving strategic direction, lead problem solving collaboration and research efforts in the development of required products in the development of policy decisions; represent the USCAVC in meetings and conferences with other organizations, develop and maintain the strategic plan; ensure the fulfillment of computer security requirements; lead and provide technical advice in the resolution of problems encountered and research efforts in the development of required products; and during the Director's absence, provides supervision of Information Technology staff professionals to effectively integrate their talents and capabilities to meet current and future mission objectives. Additionally, serves as the Infrastructure Branch Chief with direct reports of government personnel and contractors. Assumes other duties and responsibilities as directed and maybe required to work outside normal daily duty hours.

**Qualification Requirements:** You must have at least one year (52 weeks) of specialized work experience equivalent to the GS-13 grade level in the Federal service performing the following: developing and interpreting policies, procedures, and strategies to govern the planning and delivery of Information Technology and Telecommunications services throughout the organization; including developing long-range plans to increase the effectiveness of information processing through the implementation of new systems, applications and procedures. A bachelor's degree with a concentration in a computer related field is required. Ten years of specialized progressive experience which includes managing complex information technology systems. Must have comprehensive knowledge of routers and switches. Documented expert knowledge of firewalls, security monitoring tools, Antivirus/Anti-spam tools, Intrusion Detection Devices, and network security protocols. Demonstrated experience with enterprise network architecture, unified messaging management systems, lifecycle management,

information security, disaster recovery/continuity of operations with an understanding of future trends. Experience with budgeting for and managing Information Technology processes and presenting decision briefs to executive leadership. Strong knowledge of a wide range of information technology concepts. Skill in oral and written communications to adequately portray and present findings and recommendations to justify and defend.

**-AND-**

Individuals must have IT-related experience demonstrating each of the four competencies:

1. **Attention to Detail** - Is thorough when performing work and conscientious about attending to detail.
2. **Customer Service** - Works with clients and customers (that is, any individuals who use or receive the services or products that your work unit produces, including the general public, individuals who work in the organization, other agencies, or organizations outside the Government) to assess their needs, provide information or assistance, resolve their problems, or satisfy their expectations; knows about available products and services; is committed to providing quality products and services.
3. **Oral Communication** - Expresses information (for example, ideas or facts) to individuals or groups effectively, taking into account the audience and nature of the information (for example, technical, sensitive, controversial); makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.
4. **Problem Solving** - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations

**NOTE: The selectee will be subject to a one year probationary period.**

**Instructions for Applying:** Submit your resume or an OF 612 (*Optional Application for Federal Employment*). Applications must contain all the information requested on the OF 612 **and must** include the OF 306 (*Declaration for Federal Employment*), both forms can be found on the Courts website [www.uscourts.cavc.gov](http://www.uscourts.cavc.gov) under Employment. Submit all information to: Ms. Ramona Smalls at [employment@uscourts.cavc.gov](mailto:employment@uscourts.cavc.gov)

**Note:** Applicants applying for veteran's preference must submit proof of their eligibility for the preference to be considered.

***The United States Court of Appeals for Veterans Claims is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.***