



HAWAII STATE JUDICIARY NOTICE OF EXEMPT (NON-CIVIL SERVICE) EMPLOYMENT OPPORTUNITY

JUDICIARY INFORMATION MANAGEMENT SYSTEM (JIMS) APPLICATION SOLUTIONS ARCHITECT

ORGANIZATION OVERVIEW:

This position is located in the Office of the Administrative Director of the Courts, Information Technology and Systems Department (ITSD), Applications Division. This division is responsible for the creation, enhancement and maintenance of custom applications for the unique business needs of the Judiciary and the maintenance of commercial off-the-self (COTS) applications for the Judiciary case management systems and related accounting systems, primarily in JIMS. Unique business needs are generally for the courts and associated court programs. Common business needs are generally administrative in nature. The work has statewide impact and requires working with Judiciary staff from various lines of business, Judiciary IT staff, IT vendors, and external State and City agencies that work with the Judiciary.

SUMMARY OF MAJOR DUTIES AND RESPONSIBILITIES:

The JIMS Application Solutions Architect serves as the team lead for this section by providing technical guidance, assistance and support, and also participating in the creation, enhancement, and maintenance of applications. The work includes the planning, coordination, analysis, specification, design, build, implementation, documentation, and support of new and production IT. Work is highly complex in nature. The position exercises significant judgment and works independently with minimal supervision. Supervision and leadership are provided to other IT staff and vendors individually or in teams for various projects and initiatives.

KNOWLEDGE, SKILLS, ABILITIES REQUIRED/DESIRED:

- Experience in systems architecture designs and software development lifecycle.
- Experience in multiple modern programming languages and cloud platforms, including older technologies such as COBOL.
- Experience in API design and integration, including data sharing/exchanges.
- Experience in relational database.
- Experience in security best practices for applications.
- Experience in project and technical documents, such as architecture diagrams, technical specifications and knowledge-base management.
- Ability to systematically approach and resolve complex problems through research, analysis and evaluation of various alternatives. Ability to clearly present highly complex ideas in both oral and written communications.
- Have an ethical duty of confidentiality. Ability to safeguard entrusted information.

- Perform work effectively, accurately, expeditiously, and under pressure. Ability to multi-task while preserving good organizational skills. Ability to act with a sense of urgency while providing outstanding customer service. Possesses a work ethic that balances integrity and accountability with adaptability and resourcefulness.
- Ability to work well with others, work tactfully, effectively and cooperatively as a team member and also serve as a team leader; establish and maintain effective and cooperative working relationships with others within and outside the office and building consensus.
- Ability and experience to map business services to technical services and documenting dependencies.
- Knowledge and experience in Office applications such as Microsoft Word, Excel, Access, etc.

CONTROLS OVER THE POSITION:

The JIMS Application Solutions Architect independently performs work under the general supervision of the Applications Division Chief. Supervision is general in nature. The incumbent will be expected to perform his/her duties without difficulty. Review of the incumbent's work is based on accepted industry standards and practices.

OTHER REQUIREMENTS OF THE JOB:

The incumbent in this position may be required to work outside of normal scheduled work hours, including weekends, nights, holidays, etc. and be scheduled to work variable hours. The position may be required to travel to the neighbor islands and to the continental United States.

CITIZENSHIP/RESIDENCY REQUIREMENTS:

Applicants must be citizens, lawful permanent residents (resident aliens) or nationals of the United States, or non-citizens with unrestricted employment authorization from the U.S. Citizenship and Immigration Services, U.S. Department of Homeland Security.

All applicants shall become residents of the State within thirty (30) days after beginning their employment and as a condition of eligibility for continued employment.

TYPE OF APPOINTMENT:

The selected candidate will serve in an exempt (non-civil service), at-will appointment which is excluded from the requirements of selection by merit competition and from civil service status. Exempt (non-civil service) appointments are considered at-will, which means that the hiring authority may terminate the employment relationship at any time.

SALARY AND BENEFITS:

The starting salary will be determined by the hiring authority based on the selected candidate's qualifications.

Exempt (non-civil service) employees are eligible for a range of benefits, including, but not limited to, the following:

- up to 13 paid holidays each year
- up to 21 vacation leave days per year
- up to 21 sick leave days per year
- Reasonable time off with pay for jury duty, bereavement leave, and certain military duty
- Membership in the state retirement system
- Employer/Employee shared premium contributions for enrollment in the state sponsored health coverage
- Free life insurance policy for employees
- Deferred compensation supplemental retirement savings plan

HOW TO APPLY:

Applicants are required to submit a cover letter, resume, and the names and contact information of three (3) references, including current employer.

Documents may be sent by email to Lisa.L.Harding@courts.hawaii.gov or by mail addressed to: Hawaii State Judiciary, IT & Systems Department, 1111 Alakea Street, 9th Floor, Honolulu, HI 96813.

To expedite the hiring process, only qualified candidates who are short-listed will be selected for an interview.

Recruitment will be conducted until the position is filled.

CONDITIONS OF EMPLOYMENT:

The appointment of the selected candidate will be pending a background check and other pre-employment clearances.

THE HAWAI`I STATE JUDICIARY IS AN EQUAL OPPORTUNITY EMPLOYER