



U.S. Senate Sergeant at Arms Human Resources

Vacancy Announcement

Reposting (Previous applicants need not reapply.)

POSITION:

IT Continuity and Disaster Recovery Engineer #70

DEPARTMENT:

CIO / IT Continuity / Secure and Mobile Communications

SUMMARY:

This is advanced professional and technical work researching, developing, testing, integrating, and implementing enterprise IT Business Continuity and Disaster Recovery management programs. Work ensures the integrity of the enterprise IT environment to ensure the Senate is capable of executing its mission in support of Continuity of Government and Continuity of Operations plans. The incumbent may serve as a technical expert and be called upon to facilitate business continuity and operational recovery following the occurrence of a disruption of business operations. Work requires collaboration with managers, ensuring uninterrupted operations of services.

LICENSES AND CERTIFICATIONS:

Position requires the ability to obtain and maintain a Top Secret/SCI security clearance.

SALARY RANGE:

\$97,970 - \$146,953

HOW TO APPLY:

All applicants must use the link below and follow instructions.
<https://sen.gov/KJN0>

POSTING DATE:

Thursday, June 17, 2021 to **Tuesday, July 06, 2021**

U.S. Senate Sergeant at Arms, Human Resources * Senate Hart Building SH-142, Washington, DC 20510 * Phone: 202-224-2889

The SAA is an equal employment opportunity employer in accordance with the requirements of Senate Rules and regulations and applicable federal laws. It is the policy of the SAA that all employment actions will be administered without regard to an employee's or an applicant's race, color, national origin, religion, disability, genetic information, age, gender, sexual orientation or uniformed service.



INFORMATION TECHNOLOGY CONTINUITY AND DISASTER RECOVERY ENGINEER

NATURE OF WORK

This is advanced professional and technical work researching, developing, testing, integrating, and implementing enterprise Information Technology (IT) Business Continuity (BC) and Disaster Recovery (DR) management programs. Work ensures the integrity of the enterprise IT environment to ensure the Senate is capable of executing its mission in support of Continuity of Government (COG) and Continuity of Operations (COOP) plans. The incumbent may serve as a technical expert and be called upon to facilitate business continuity and operational recovery following the occurrence of a disruption of business operations. Work requires collaboration with functional and resource managers associated with information technology services and systems, ensuring uninterrupted operations of these services. Work is performed under the general direction of the IT Contingency Operations, Secure and Mobile Communications Manager.

EXAMPLES OF WORK

(This list is not absolute or restrictive, but indicates approximate duties and responsibilities which may be redefined pursuant to operational needs.)

- Serves as the lead engineer ensuring business continuity planning effectively incorporates enterprise datacenter IT, communication security (COMSEC), the mobile communications environment, and alternate facilities for both classified and unclassified environments.
- Assesses business requirements, identifies mission essential services and systems, and assists with the strategic direction and coordination of enterprise-wide business continuity and disaster recovery efforts. Coordinates, assesses, and communicates requirements for an enterprise risk assessment, business impact analysis, and recovery plans.
- Develops IT business continuity scenarios, contingencies, and disaster recovery plans and ensures these plans are documented, maintained, and regularly reviewed.
- Identifies and makes recommendations for enterprise internet contingencies, to include cellular and satellite communication infrastructure and environments.
- Develops and coordinates disaster recovery testing strategies. Oversees the execution of disaster recovery test plans, reports deficiencies, and identifies and resolves issues.
- Develops training and awareness programs and provides training on IT Business Continuity procedures and Disaster Recovery Plans.
- Represents the department at user group, task force, and steering committee meetings.



- Assists with the oversight of the Senate Radio Infrastructure, COMSEC, and the Senate mobile communication vehicles which provide classified and unclassified encrypted voice and data communications.
- Provides support for the coordination and project management of special projects involving alternate sites. Provides assistance with the CIO set up and support during exercises and execution of IT Continuity Plans.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work requires sitting and operating a computer for extended periods, with occasional standing, climbing, pulling and safely lifting up to 50 pounds. May occasionally work evenings or weekends to resolve problems or handle incidents.

MINIMUM QUALIFICATIONS

Work requires a Bachelor's Degree in business administration, telecommunications, information technology, or a related field and at least five years of experience with IT Contingency planning in networking or systems operations; or any equivalent combination of education and experience that provides the following knowledge, abilities, and skills:

- Knowledge of network technologies and protocols, primarily TCP/IP and IP-based network communications.
- Knowledge of operating systems, database systems, storage systems, virtual infrastructure, and cloud solutions.
- Knowledge of enterprise business continuity and disaster recovery planning and execution.
- Knowledge of secure communications and satellite communication technologies.
- Knowledge of project management principles and practices; ability to set goals and to plan, monitor and evaluate project or contract budgets; ability to organize and coordinate resources to achieve project and organizational goals and objectives efficiently and effectively.
- Knowledge of the President's Policy Directive 40 (PPD-40).
- Knowledge of Professional Practices for Business Continuity Management.
- Ability to oversee, monitor, and maintain network infrastructure.
- Ability to plan, schedule, and coordinate and lead studies, special projects, and assignments.
- Ability to evaluate and make recommendations on business continuity plans and procedures.



- Ability to communicate and collaborate effectively.

LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

Position requires the ability to obtain and maintain a Top Secret/SCI security clearance.

VETERANS EMPLOYMENT OPPORTUNITY ACT

Hiring for this position is governed by the Veterans Employment Opportunity Act of 1998 (“VEOA”), as made applicable by the Congressional Accountability Act of 1995 (“CAA”). Pursuant to the VEOA, qualified applicants who are not current employees of the Office of the Senate Sergeant at Arms and who are disabled or who have served on active duty in the Armed Forces during certain specified time periods or in certain military designated campaigns (“veterans”) may be eligible to receive a preference over non-veterans in hiring decisions. Family members of veterans may also be eligible to receive a veterans’ preference if the veteran cannot claim his or her veterans’ preference.

To be eligible for a veterans’ preference, applicants must meet all of the requirements set forth in the VEOA and applicable regulations. Those eligibility requirements are summarized in the Application for Veterans’ Preference, which is available at www.senate.gov/saaemployment.

If claiming a veterans’ preference, an applicant must indicate that he/she is preference eligible on the application or resume and must submit a completed copy of the Application for Veterans’ Preference along with the supporting documentation specified on that form. If the Office of the Senate Sergeant at Arms does not receive the Application for Veterans’ Preference and supporting documentation by the closing date, the applicant’s claim for a veterans’ preference may be denied.

Applicants may obtain a copy of the Office’s Veterans’ Preference In Appointments policy by submitting a written request to resumes@saa.senate.gov.

Individuals who are entitled to a veterans’ preference are invited to self-identify voluntarily. This information is intended solely for use in connection with the obligations and efforts of the Office of the Senate Sergeant at Arms to provide veterans’ preference to preference-eligible applicants in accordance with the VEOA. An applicant’s status as a disabled veteran and any information regarding an applicant’s disability, including the applicant’s medical condition and history, will be kept confidential and will be collected, maintained and used in accordance with the Americans with Disabilities Act of 1990, as made applicable by section 102(a)(3) of the CAA, 2 U.S.C. §1302(a)(3). An applicant who declines to self-identify as a disabled veteran and/or to provide information and documentation regarding his/her disabled veteran’s status will not be subjected to an adverse employment action, but the individual may be ruled ineligible for a veterans’ preference.