



U.S. Senate Sergeant at Arms Human Resources

Vacancy Announcement

POSITION:

Principal Technology Solutions Specialist #760

DEPARTMENT:

Process Management and Innovation / Identity & Collaboration Systems / Authentication and Collaborations Systems

SUMMARY:

This is advanced professional and technical work designing, installing, configuring and maintaining IT hardware, software and networks supporting the Senate. Work includes researching, evaluating and deploying new technology that meets or improves upon Senate business requirements. Work in this classification is distinguished from the Senior Integration Solutions Specialist by the scope, complexity and criticality of the assigned projects, technical and organizational proficiency, and project management responsibilities. The candidate will have the opportunity to provide expertise on existing enterprise collaboration and authentication services. The incumbent plans, directs, assigns and reviews staff or contractor work, and manages project plans and timetables.

LICENSES AND CERTIFICATIONS:

Ability to obtain and maintain a security clearance.

SALARY RANGE:

\$97,000 - \$145,498

HOW TO APPLY:

All applicants must use the link below and follow instructions.
<https://sen.gov/5KV3>

POSTING DATE:

Tuesday, December 29, 2020 **(Until Filled)**

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.



PRINCIPAL TECHNOLOGY SOLUTIONS SPECIALIST

NATURE OF WORK

This is advanced professional and technical work designing, installing, configuring and maintaining information technology (IT) hardware, software and networks supporting the Senate. Work includes researching, evaluating and deploying new technology that meets or improves upon Senate business requirements. Work in this classification is distinguished from the Senior Integration Solutions Specialist by the scope, complexity and criticality of the assigned projects, technical and organizational proficiency, and project management responsibilities. The incumbent plans, directs, assigns and reviews staff or contractor work, and manages project plans and timetables. Work is performed under the general direction of an IT 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 project manager; assigns, directs and coordinates work efforts; develops project plans, timetables and assignments.
- Leads product evaluations and technical studies and task forces; directs pilot testing programs; analyzes new technology for its impact on the Senate environment; tests new releases on Senate supported platforms; develops product configuration standards for use in the Senate environment; recommends strategic direction for the Senate.
- Customizes, tests, recommends and configures operating and network systems and software platforms; monitors, evaluates and resolves hardware/software configuration and system performance problems; recommends hardware and software, and develops operational configurations.
- Provides long-range strategic planning activities for the Senate in the areas of modern IT systems and services.
- Prepares and maintains support documentation.
- Provides expert level technical support to users, support vendors and other technical staff.

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 25 pounds. May occasionally work evenings or weekends to resolve problems or handle incidents, or provide applications/systems support.



MINIMUM QUALIFICATIONS

Work requires a Bachelor's degree in Information Systems/Computer Science or a related technical field, and eight to ten years of system, network, IT maintenance and support experience; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

- Knowledge of IT software, hardware and network communication technology and protocols.
- Knowledge of network operating systems.
- Knowledge of current and emerging technologies and principles of IT.
- Knowledge of systems analysis and systems integration methodologies.
- Ability to plan, direct, assign, supervise and evaluate project teams and task forces.
- Ability to provide policy direction to management.
- Ability to analyze, evaluate, troubleshoot and resolve complex and critical system hardware, software or networking related problems.
- Ability to plan and conduct hardware, software and network testing and evaluation programs.
- Ability to plan and coordinate the deployment of new technology and resolve technical problems.
- Ability to prepare and maintain technical documentation of installation and configuration procedures.
- Ability to establish and maintain effective working relationships with Senate office and committee staffs, the public, and Senate executive management, managers, supervisors, and subordinates.
- Ability to communicate effectively.

LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

Ability to obtain and maintain a security clearance.

Principal Technology Solutions Specialist Addendum

Note: Currently, the SAA-CIO's pandemic posture authorizes the majority of its employees the privilege of full-time telework.

The United States Senate is seeking a Principal Technology Solutions Specialist. This position will require the incumbent to function in a lead capacity, applying significant knowledge and in-depth understanding of a large variety of software, networking, and Cloud technologies.

The candidate will have the opportunity to provide expertise on existing enterprise collaboration and authentication services and help drive innovation in these areas for the U.S. Senate.

This position requires a Bachelor's Degree in computer science or a related technical area, and five to eight years of applicable information technology experience; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

Position Requirements:

Ability to analyze, evaluate, troubleshoot, conduct regression testing and resolve complex and critical system and networking related problems.

Extensive experience with Microsoft authentication and messaging technologies including Active Directory (AD), AD FS, Exchange, AD CS, Windows Server 2016, UC and other collaboration services such as Skype for Business and Teams.

Extensive experience in integrating cloud-based solutions with on-premises Microsoft Active Directory Domain Services and Active Directory Federation Services with knowledge of M365, Azure, AWS, or GCP preferred.

Experience designing and deploying Multifactor Authentication and/or Single Sign-On solutions at the Enterprise level is highly desired.

Strong technical writing skills for developing design and procedural documentation.

Experience researching/evaluating solutions to meet new business requirements including executing Proof of Concepts.

Must possess excellent written and oral communication skills; must be able to clearly communicate complex technical concepts to both technical and non-technical audiences. A writing sample may be requested in advance or during the interview process.

- Automation and scripting experience with PowerShell highly desired.

- Knowledge of technology industry trends and emerging technologies.

This is a position for a multi-skilled individual who enjoys working with multiple technologies and can change focus quickly to meet emerging customer business requirements. The candidate will have the ability to perform analysis and develop technological requirements for systems integration. The position requires excellent interpersonal skills, exceptional analytical and technical skills, the ability to learn new technologies, the ability to work as a team member, and strong technical writing and project management skills.

Information for Prospective Sergeant at Arms (SAA) Employees

This summary of Employment Policies and Benefits is not comprehensive; it highlights major benefits that may be of interest to prospective employees.

HOLIDAY & LEAVE ACCRUALS

We offer paid time off benefits including: Annual, Sick, Long-Term Medical leave and ten holidays. Annual and Sick leave are accrued on the 15th and last day of the month. Annual leave is accrued at rates dependent upon length of Federal Service.

Holidays:

New Year's Day, Martin Luther King, Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.

Full -Time Employee Annual Leave Accrual Rates:

- Less than 3 years of federal service - 120 hours/year, 5 hours/pay day
- 3 to 15 years of federal service - 160 hours/year, 6.67 hours/pay day
- 15 or more years of federal service - 200 hours/year, 8.33 hours/pay day
- Year-end balances of no more than 240 hours carry over for future use

Full -Time Employee Sick Leave Accrual Rate:

- Sick leave can be used for either personal or immediate family medical needs

- 96 hours/year, 4 hours/pay period
- Year-end balances carry over for future use

HEALTH/WELLNESS BENEFITS

The Sergeant at Arms offers the full range of Federal benefits to employees:

- Federal Employees Health Benefits (FEHB)
- Federal Employees Dental and Vision Program (FEDVIP)
- Flexible Spending Accounts (FSA)
- Federal Long-Term Care Insurance (FLTCIP)
- Federal Employees Group Life Insurance (FEGLI)

RETIREMENT PLANS

Most new employees are automatically covered under the Federal Employees Retirement System - Further Revised Annuity Employees (FERS-FRAE). Employees with prior Federal service may be eligible to continue to participate in the Civil Service Retirement System (CSRS), Federal Employees Retirement System (FERS) or the Federal Employees Retirement System - Revised Annuity Employees (FERS-RAE).

OTHER BENEFITS

Training & Professional Development: The SAA offers training and development to advance professional skills including live classes, online learning and leadership coaching.

The Office of the CIO places a high priority on the professional development of staff and is fully funded to support those serving under the CIO. Staff are expected to continually sharpen skills and knowledge by attending industry conferences, peer networking events, formal classroom and online training. The SAA CIO will also fund applicable training toward relevant certification as well as costs associated with obtaining relevant certifications.

Transportation Subsidy: The SAA offers a Transit subsidy of up to \$270.00 for employees who use mass transit, including Metro, Commuter Buses, VRE, MARC trains and Van Pools.

Parking: Parking is provided without cost to regular SAA employees who do not participate in the transit subsidy program.

Student Loan Repayment Program: The SAA offers Student Loan Repayment for employees of up to \$500.00 a month for Qualifying Federal Student Loans.

EMPLOYMENT POLICIES

SAA employees are at-will employees under the jurisdiction of the U.S. Senate Sergeant at Arms. Prospective employees will be fingerprinted and undergo a criminal background investigation. All employment offers are contingent upon successful completion of the background check.

Employees enter service under a six-month probationary period. After six-months of employment, a performance appraisal is conducted to determine if the employee meets job requirements, or to remain in the employment of the SAA. On the first anniversary of completing probation, and annually thereafter on that anniversary date, performance appraisals are conducted. Salary reviews occur at the same time. Merit increases are not automatic; they are based on meritorious performance and subject to approval by management of the department and the SAA. If approved by the Senate, SAA employees may also receive cost-of-living adjustments (COLAs). Senate pay days are the 5th and 20th of each month.

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.