

Vacancy Announcement



Timothy M. O'Brien
Clerk of Court

Kansas City Division

500 State Ave. (259)
Kansas City, KS 66101

Topeka Division

444 S.E. Quincy St. (490)
Topeka, KS 66683

UNITED STATES DISTRICT COURT

District of Kansas

Position: Audio Video Technology Specialist
Number of Positions: One
Classification Level: CPS CL 26/1 – CL 27/61
Salary Range: \$44,844 - \$80,121
Location: Kansas City or Topeka, Kansas
Opening Date: Friday, May 4, 2018
Closing Date: Open until filled; preference given to applications received by June 4, 2018.
Vacancy Number: A18-5

POSITION OVERVIEW:

The position of the Audio Video Technology Specialist has the primary responsibility of designing, supporting and maintaining audio/visual, courtroom technology, sound system and video conferencing needs for the U.S. District Court and U.S. Probation Office for the District of Kansas. The position works closely with the court staff members who utilize audio/visual services. From time to time, this position may also provide user support to the U.S. District Court and U.S. Probation Office staff including support for all automation, data communication processes, telephone equipment and end-user training. Periodic travel among the courthouses within the District of Kansas is required.

QUALIFICATION REQUIREMENTS:

Mandatory:

To qualify for the position, candidates must have a high school diploma or equivalent, and at least two years of progressively responsible technical experience in the design, implementation, and maintenance of audio visual systems. Candidates must have at least one year of demonstrated knowledge and experience with AMX equipment.

The successful candidate must demonstrate the ability to handle multiple projects and tasks; present a professional demeanor; possess strong office and organizational skills; possess excellent oral and written communication skills; and, must be able to both work in a team environment and to work alone with minimal supervision. The ability to produce technical documentation for system design, implementation, and maintenance, and to adhere to judiciary courtroom technology standards, must be demonstrated.

The incumbent must have the ability to work with confidential and sensitive information, lift and move moderately heavy items and to travel to divisional offices as needed.

Preferred:

Prior court experience preferred. Preference will also be given to applicants who have a bachelor's degree in computer science, information systems, or related field of study, have prior audio visual administration experience, and knowledge of Biamp, Extron and Pointmaker equipment. Preference will be given to individuals with AMX certification and general HTML programming experience as it relates to AV automation systems.

TO APPLY:

To apply for this position, applicants must submit:

- cover letter with salary requirements
- resume
- AO 78 Federal Judicial Branch Application for Employment
- representative project design in picture and schematic form

Please email the completed application package to: ksd_recruitment@ksd.uscourts.gov.

The Federal Judicial Branch Application for Employment can be found on our website under the "[Employment](#)" tab at: www.ksd.uscourts.gov.

INFORMATION FOR APPLICANTS:

This position is subject to mandatory participation in electronic payment of net pay (i.e. Direct Deposit) and a favorable background check. The U.S. Courts require employees to adhere to a [Code of Ethics and Conduct](#) which is available on www.uscourts.gov.

Due to the volume of applications received, the Court may only communicate to those individuals who will be interviewed for open positions. Travel and relocation expenses will not be paid.

The Court reserves the right to modify the conditions of this job announcement or to withdraw the job announcement, any of which actions may occur without any prior written notice. This job announcement may involve filling more than one position described herein.

Applicants must be United States citizens or eligible to work for the United States Government.

***** THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER *****