SYSTEMS ENGINEER I/II/III

Engineering & Technology Division
(Internal ID: 4421/4431/4440)
Systems Engineer III | Grade 12 | $81,600-$130,600*
Systems Engineer II | Grade 13 | $87,300-$139,700*
Systems Engineer I | Grade 15 | $99,900-$159,800*

Open: August 23, 2023 ▪ **Close:** Open Until Filled
One position is available; to be filled based on the candidate's qualifications

ABOUT THE ORGANIZATION

The Upper Occoquan Service Authority (UOSA) is a regional water reclamation plant serving four jurisdictions (Fairfax County, Prince William County, City of Manassas and City of Manassas Park).

RESPONSIBILITIES

The **IMS Systems Engineer I** plans, organizes, and implements specifically assigned projects; implements new systems or enhancements to current systems. Project management, task definition, and program implementation skills are a priority as this class may serve as the day-to-day Lead Systems Engineer/UOSA Representative for information system projects. Assignments are broad in scope and require the use of seasoned judgment in making professional decisions that have significant cost and production impacts. Details logical statements of users' computing problems and recommends procedures for implementing solutions. The employee in this class performs programming tasks, performs hardware and software installation, prepares documentation and performs user training as required. Supports four or more core areas of IMS administration (enterprise system, security, e-mail, network, database, etc.). Supports two or more core areas of advanced IMS administration (advanced security, integrated service management, web development, cybersecurity). Work is performed under the general direction of the IMS Manager. May be assigned to act as the Lead Systems Engineer during periods when the IMS Manager and the Senior Systems Engineer are both absent.

The **IMS Systems Engineer II** supports one or more core areas of advanced IMS administration (enterprise system development, integrated service management, web development, etc.). Plans, organizes and implements specifically assigned projects; consults with more senior IMS staff to implement new systems or enhancements to current systems. Details logical statements of users' computing problems and recommends procedures for implementing solutions. The employee in this class performs programming tasks, performs hardware and software installation, prepares documentation and performs user training as required. Supports two or more core areas of IMS administration (security, e-mail, network, database, etc.). Work is performed under the general direction of the Lead Systems Engineer.

The **IMS Systems Engineer III** performs programming, troubleshooting, maintenance, and implementation for many aspects of UOSA's computerized Information Management System (IMS). Performs system administration functions. Manages projects. Performs duties relating to computer hardware, software, and ancillaries; does other related work as required. Works with minimal supervision. Supports one or more core areas of IMS administration (security, e-mail, network, database, etc.). Work is performed under the general direction of the Lead Systems Engineer.

REQUIREMENTS:

- **IMS Systems Engineer I**:
  - Graduation from an accredited four-year college or university; skill in computer programming plus five (5) years or more of experience with computer programming/administration; or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities.
  - Must have knowledge of the different priorities and approaches between IT and OT systems. Knowledge of cybersecurity elements, protocols, and tools is highly desired. TCP/IP networking and system

administration experience in a MS-Windows environment is required. Experience with network cabling and switches is required.

- **IMS Systems Engineer II**:
  - Graduation from an accredited four-year college or university; skill in computer programming plus three (3) years or more of experience with computer programming/administration; or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities.
  - Must be able to independently manage project workloads and coordinate activities of outside contractors and UOSA personnel including other IMS staff. Requires the ability to interface and maintain effective working relationships with peers, management and external contacts. Computer programming skills are required in HTML/JavaScript. Knowledge of JDE Event Logic is beneficial.

- **IMS Systems Engineer III:**
  - Graduation from an accredited four-year college or university; skill in computer programming plus one (1) year or more of experience with computer programming/administration; or any equivalent combination of education, experience, and training that provides the required knowledge, skills, and abilities.
  - Must be able to interface and maintain effective working relationships with peers, management and external contacts. Computer programming skills are required in HTML/JavaScript. Knowledge of JDE Event Logic is beneficial.

In addition, all levels cited above must possess the following:
- Experience in researching, troubleshooting and resolving information system problems.
- Familiarity with MS Office, Visual Basic for applications and SQL is required.
- Must be able to handle the physical requirements of the position, which include walking, bending, stooping, climbing stairs and ladders, and lifting/carrying up to 30 pounds.
- Possession of a vehicle operator's license valid in the Commonwealth of Virginia.

*Starting salary will be between minimum and midpoint in the range.

The vacancy notice does not imply that these are the only duties, including essential duties, to be performed in the position. Please request a full job description from the HR Department via email at good.jobs@uosa.org.

All employment offers are contingent upon the successful completion of a pre-employment drug and alcohol screening, physical exam, and background check paid for by UOSA.

In order to be fully considered for the position, all applicants must submit a complete online application along with an updated resume via the UOSA website: **Uosa.org/Careers** > **Candidate Profile.**