



UNITED STATES DISTRICT COURT

Northern District of Illinois, Chicago

U.S. District Court, NDIL
Human Resources Office, Room 1574
219 South Dearborn Street, Chicago, Illinois 60604
www.ilnd.uscourts.gov

NOTICE OF POSITION VACANCY

Date:	September 24, 2021	Grade Range:	CL 28-01 to CL 29-61
Job Announcement No.:	2021-22	Salary Range:	\$68,745 to \$132,880
No. of Vacancies:	One	Closing Date:	Open until filed
Position Title:	Systems Supervisor - Network Support	Applications received by October 8, 2021 will receive first consideration	

The United States District Court for the Northern District of Illinois is now accepting applications for a Systems Supervisor - Network Support. Consideration will only be given to those who apply through the Court's online applicant tracking system, submit a cover letter, resume and two professional references. To apply, please see "Notice to Applicants" listed below.

***This position will be available 1/3/2022.**

POSITION OVERVIEW

The U.S. District Court for the Northern District of Illinois is recruiting for the position of Systems Supervisor - Network Support. This is a supervisory position which provides leadership and supervision for the staff in the IT Department that work on network support. This position provides services to the judges and staff of the District Court, Probation and Pretrial Services Offices and reports to the Director of IT.

POSITION DUTIES AND RESPONSIBILITIES

- Performs professional work related to the management of network systems, planning, development, implementation, training, troubleshooting and support for all court units.
- Serves as a project lead for all network systems projects.
- Collaborates with the Administrative Office to assist with the implementation of network systems and deployment of national systems for all court units.
- Troubleshoots and resolves systems and network-related issues and ensures an effective cyclical maintenance program; provides network and system administration, including developing standards, recommending network and/or systems infrastructure changes, and coordinating and implementing network security measures.
- Provides high-level, long-term design and analysis of the network systems.
- Maintains oversight for equipment and property inventory for all IT equipment.
- Designs and develops special management reports as required for different units of the court, especially in areas of networking.
- Ensures that the Judicial Conference IT Policies and Security Policies are followed by IT staff.
- Suggests new network technologies, policies and procedures to ensure that the court units maintain the most secure network environments possible.

- Recommends short-term and long-term improvements for each court unit to provide the most stable and secure network.
- Supervises staff to include assigning and reviewing work, establishing standards, evaluating performance, and recommending personnel actions.
- Performs other duties as assigned.

JOB REQUIREMENTS AND QUALIFICATIONS

The successful candidate must possess expertise in theories, principles, practices and usage of computer hardware and software, network switching and routing protocols. Candidates must have thorough knowledge of data communications, data security and privacy techniques, and advanced knowledge of office database design. Candidates must also have thorough knowledge of capabilities, limitations, and functional applications of information technology. Wide-spread knowledge of operating systems, servers, and workstation products. Extensive knowledge of Local Area Networks (LANs) and Wide Area Networks (WANs), including systems security standards, wireless networks, and firewall technology is required. Ability in analyzing, interpreting, and presenting research findings to prepare design specification is required. Candidates must demonstrate proven skills in problem solving and staff motivation. Candidates must be able to communicate effectively both orally and in writing. The successful candidate must be able to balance the demands of varying workload responsibilities and deadlines. Ability to pass a high-sensitive background screening is required. Experience with Cisco CCNA Routing and Switching, Wireless Security Certifications and/or Cisco CCNP Security Certification is preferred. Regular work during non-business hours and weekends is required. Travel to the Western Division and the Lisle Probation Office is required. A bachelor's degree from an accredited four-year college or university in computer science, information systems, or related field is preferred, but not required. Prior management or supervisory experience is also preferred, but not required.

COMPENSATION

Compensation and classification level will be set based on the work experience, qualifications, and salary history of the successful candidate. Specialized Experience is progressively responsible administrative, technical, professional, supervisory or managerial experience that provided an opportunity to gain (a) skill in dealing with others in person-to-person work relationships (b) the ability to exercise mature judgment, and (c) a knowledge of the basic concepts, principles, and theories of management and the ability to understand the managerial policies applicable to the judiciary unit involved. The candidate must have at least one year of experience at or equivalent at the CL 27 level in order to be considered.

EMPLOYEE BENEFITS

The United States District Court offers a generous benefits package to full-time, permanent employees, which includes:

- 11 Paid Federal Holidays
- 13 Days Paid Vacation (per year for the first three years)
- 20 Days Paid Vacation (after three years)
- 26 Days Paid Vacation (after fifteen years)
- 13 Days Paid Sick Leave
- Paid Parental Leave
- Medical, Dental, Vision Coverage
- Life Insurance
- Thrift Savings Plan with matching funds (401k & Roth 401k style)
- Participation in Federal Employees Retirement System (FERS-FRAE)
- Health, Dependent, & Parking Reimbursement Programs
- Public Transit Subsidy Program

- Long-Term Care Insurance
- Employee Assistance Program, which provides free counseling, financial assistance, and basic legal services to all eligible employees
- Access to an Infant Care and Toddler Care Center (onsite and near the building).
- A Public Service Loan Forgiveness Program is available to certain full-time employees with qualifying student loans.
- The Federal Financial Management Reform Act requires direct deposit of federal wages

Further details regarding Federal benefits may be viewed at: [ILND Benefits](#)

NOTICE TO APPLICANTS

Consideration will only be given to those who apply through the court's online applicant tracking system and provide a cover letter, resume and provide two professional references. To view openings and to apply, visit our applicant tracking system at: [ILND Jobs](#)

Due to the volume of applications received, the Court will only communicate with those applicants who will be interviewed. Applicants selected for interviews will be communicated to only through email and must travel at their own expense and relocation expenses will not be reimbursed. Applicants will be screened to determine their experience and qualifications.

All new employees must be fully vaccinated (i.e., at least 2 weeks after last dose) for COVID-19 and, prior to the starting with the Clerk's Office, present proof of vaccination or submit a request in writing for an exemption to this requirement on the basis of a sincerely held religious belief or medical condition. Prior to appointment, the finalist candidate will be required to satisfactorily complete a criminal background investigation. The Court requires employees to adhere to a Code of Conduct which is available upon request. Direct deposit is required for payment of compensation for employees. Employees of the District Court, Northern District of Illinois are excepted service appointments. Employees are considered at-will and are not covered by federal civil service classifications or regulations. The United States District Court is an Equal Opportunity Employer.

Diversity is important to the Judiciary. It is an essential component of services that the Judiciary is charged with providing to maintain justice, equality, fairness, respect, and dignity in society. To fulfill its duties, the Judiciary must include all members of society—not just regardless, but also inclusive of race, gender, disability, and the many other variables that make up the citizens of our nation. The Judiciary has a duty to promote a fair, just, and sustainable model of inclusive democracy and social justice that surpasses any governmental entity in the history of this nation or of any other nation.

To be eligible for employment, applicants must meet one of the following requirements:

- (1) U.S. citizen;
- (2) Person who owes allegiance to the U.S. (i.e., nationals of American Samoa, Swains Island, and the Northern Mariana Islands);
- (3) Person admitted as a refugee or granted asylum who has filed a declaration of intention to become a lawful permanent resident and then a citizen when eligible; or
- (4) Lawful permanent resident (i.e., green card holder) who is seeking citizenship. A lawful permanent resident "seeking citizenship":
 - a. May not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen);
 - b. Must apply for citizenship within six months of becoming eligible; and
 - c. Must complete the process within two years of applying (unless there is a delay caused by the

processors of the application).

The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice.

INFORMATION ABOUT THE NORTHERN DISTRICT OF ILLINOIS

The Northern District of Illinois is home to the five largest cities in Illinois: Chicago, Aurora, Rockford, Joliet, and Naperville. Also known as “The Windy City,” Chicago is the third most populous city in the U.S. with over 2.7 million inhabitants and nearly 10 million people living in the Chicago metropolitan area. With Lake Michigan as its eastern border, Chicago covers more than 237 square miles.

Chicago is home to numerous museums and cultural institutions including Art Institute of Chicago, Field Museum, Museum of Science and Industry, Shedd Aquarium, and Adler Planetarium. A center of art and culture, Chicago has over 200 theaters, nearly 200 art galleries, and more than 7,300 restaurants.

Known for its magnificent skyline, Chicago is home to buildings designed by some of the world’s most renowned architects including Daniel Burnham, Louis Sullivan, Frank Lloyd Wright, and Mies van der Rohe, who designed the Dirksen Courthouse.

Major Chicago universities include University of Chicago, Northwestern University, Loyola University, University of Illinois Chicago, DePaul University and Illinois Institute of Technology. Professional Chicago sports teams include the Bulls (NBA), Sky (WNBA), Bears (NFL), Cubs (MLB), White Sox (MLB), Fire (MLS), Chicago Blackhawks (NHL), and Red Stars (NWSL). Chicago is a major world finance center. The Federal Reserve Bank of Chicago, the Chicago Stock Exchange, the Chicago Board Options Exchange, and the Chicago Mercantile Exchange are within blocks of the Courthouse. The Northern District of Illinois is home to three international airports including O’Hare International Airport, among the busiest airports in the world.