

City of New York
Financial Information Services Agency
450 West 33rd Street, 4th Floor
New York, NY 10001
Citywide Job Vacancy Notice

Civil Service Title: Computer Associate (Tech Support)	Level: L3
Title Code No: 13611	Salary: \$53,250 / \$57,302 - \$88,008
Office Title: Job Administration Technician	Work location: 450 West 33 rd Street, NYC
Division/Work Unit: Pyrl/Hr Ops	Number of Positions: 2

Hours/Shift: 7:30 p.m. until 8:00 a.m., predetermined 3 day rotating work week that includes weekends.

Job Description

The Job Administration Technicians report directly to the Job Management Director. These positions are responsible for monitoring job flows controlled by CA-Scheduler on an MVS mainframe. The jobs being run execute on either an MVS mainframe or on a UNIX box. The technicians must be able to respond quickly to job failures by determining the general cause of the problem and contacting the appropriate on-call staff member for remediation. Other duties included documenting problems, setting up job flow dependencies, and troubleshooting test flows.

Qualification Requirements

THIS POSITION IS OPEN ONLY TO PERMANENT COMPUTER ASSOCIATE (TECH SUPPORT) AND ELIGIBLE LIST CANDIDATES.

Essential Skills

Knowledge of MVS/JCL, TSO/ISPF and UNIX is required; Knowledge of PeopleSoft is preferred. Experience with mainframe compile and link procedures a plus.

NEW YORK CITY RESIDENCY REQUIRED WITHIN 90 DAYS OF APPOINTMENT.

To Apply:

Please e-mail resume to: jvn-0776@fisa.nyc.gov Or fax to: (212) 857-1026

Or mail 2 copies to:

Financial Information Services Agency
 Director, Human Resources
 450 West 33rd Street, 4J
 New York, NY 10001

Be sure the JVN# you are interested in is clearly indicated in the upper right hand corner of your resume.

PLEASE NOTE: Applications that do not reference a JVN # will be considered incomplete. While all complete applications will be given consideration, only candidates selected for an interview will be contacted by FISA.

Post Date: 01/15/08	Post Until: FILLED	JVN: 127-2008-000776	For Agency Use Only P391/P393
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FISA is an Equal Opportunity Employer.