

DATE: MAY 21, 2021

EMD2100010

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INFORMATION SYSTEMS MANAGER I
EXEMPT POSITION VACANCIES 001

LOCATION: DEPT OF HOMELAND SECURITY
EMERGENCY MANAGEMENT DIVISION
STATEWIDE

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: MANAGES THE OVERALL FLOOD WARNING SOFTWARE PLATFORM TO ENSURE QUALITY OF DATA INPUT AND OUTPUT, CORRECT DISPLAY OF DATA WITHIN THE PUBLIC WEBSITE, TECHNICAL SUPPORT FOR THE WEBSITE TO THE USERS AND IS A POINT OF CONTACT FOR ALL INQUIRIES CONCERNING THE PROGRAM. PERFORMS NETWORK ADMINISTRATION FOR THE FLOOD WARNING DATA COLLECTION NETWORK TO ENSURE CORRECT FLOW OF DATA FROM THE FIELD TO THE ONERAIN SERVERS. AT THE ADVANCED LEVEL, TROUBLESHOOT, MAINTAIN, REPAIR, INSTALL, PROGRAM, AND TEST ALL SENSITIVE SCIENTIFIC SENSORS AND DATA TRANSMITTERS FOR METEOROLOGICAL STATIONS (MET), RAIN GAUGES AND REPEATERS. PERFORM INSPECTION AND MAINTENANCE OF METEOROLOGICAL STATIONS USING VOLTMETERS, WATT METERS, ANTENNA ANALYZERS AND DIGITAL DECODERS. ANALYZE, CALIBRATE, INTERPRET, ADJUST AND VERIFY DATA PRODUCED BY ANEMOMETERS, RELATIVE HUMIDITY SENSORS, TEMPERATURE PROBES, AND RAIN MEASURING DEVICES. ADJUST AND MEASURE THE POWER OUTPUT OF THE TRANSMITTERS, TEST POWER REFLECTED FROM THE ANTENNA, TEST VOLTAGE OUTPUT OF THEIR SOLAR PANEL, AND VOLTAGE REGULATOR, AND PROGRAM THE RADIO OF THE METEOROLOGICAL STATIONS USING COMPUTER SOFTWARE. MAINTAIN, TRACK AND AUDIT INVENTORY LEVELS FOR THE FLOOD WARNING PROGRAM TO PROVIDE SUFFICIENT LEVELS OF EQUIPMENT AND ACCOUNTABILITY FOR ALL EQUIPMENT PURCHASED AND ASSIGNED TO THE PROGRAM. INFORMS AND INSTRUCTS FEDERAL, STATE, AND PRIVATE ENTITIES ON THE PURPOSE AND UTILIZATION OF MET STATIONS, RADIO REPORTING RAIN GAUGES, STREAM GAUGES AND HOW TO OBTAIN COLLECTED DATA FROM THE ONERAIN PLATFORM WITHIN THE STATE FLOOD WARNING PROGRAM. MANAGE PERSONNEL ASSIGNED TO THE FLOOD WARNING PROGRAM TO ENSURE CONTINUED UNINTERRUPTED OPERATIONS. MAINTAIN AND APPLY FOR

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FCC LICENSING AS NEEDED FOR THE FLOOD WARNING
PROGRAM.
0606PE0641

REQUIREMENTS: TRAINING: GRADUATION FROM AN ACCREDITED FOUR-
YEAR COLLEGE OR UNIVERSITY.
SUBSTITUTION: ADDITIONAL EXPERIENCE AS DESCRIBED
BELOW MAY SUBSTITUTE FOR THE ABOVE TRAINING ON A
YEAR-FOR-YEAR BASIS.
EXPERIENCE: THREE YEARS OF FULL-TIME OR
EQUIVALENT PART-TIME PAID EXPERIENCE IN COMPUTER
PROGRAMMING, OFFICE AUTOMATION PLANNING,
PURCHASING AND IMPLEMENTATION OF HARDWARE AND
SOFTWARE, TELEPROCESSING, SYSTEM ANALYSIS, OR
SUPERVISION OF COMPUTER OPERATIONS.
SUBSTITUTION: A MAJOR IN COMPUTER SCIENCE MAY
SUBSTITUTE FOR ONE YEAR OF REQUIRED EXPERIENCE.

SALARY: PAY GRADE 020 \$42,988.00 - \$46,000.00

DEADLINE: MAY 30, 2021

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
MELANIE THOMAS
WV EMERGENCY MANAGEMENT DIVISION
2403 FAIRLAWN AVENUE
DUNBAR, WV 25064

PLEASE INCLUDE POSTING NUMBER EMD2100010 ON APPLICATION