

**City of New York  
Department of Information Technology & Telecommunications  
Job Posting Notice**

<b>Civil Service Title:</b> Computer Specialist (Operation)	<b>Level:</b>
<b>Title Code No:</b> 13622	<b>Salary:</b> \$69,253/\$79,641 - \$108,000
<b>Business Title:</b> ECTP Test Lead	<b>Work Location:</b> Brooklyn, NY
<b>Division/Work Unit:</b> Emergency Communications Transformation Program	<b>Number of Positions:</b> 1
<b>Job ID:</b> 234660	<b>Hours/Shift:</b> Day - Due to the necessary technical support duties of this position in a 24/7 operation, candidate may be required to work various shifts such as weekends and/or nights/evenings.

**Job Description**

DoITT provides for the sustained, efficient and effective delivery of IT services, infrastructure and telecommunications to enhance service delivery to New York City's residents, businesses, employees and visitors. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life from public safety to human services, from education to economic development crossing the full spectrum of governmental operations.

The successful candidate will serve as the Test Lead reporting to the Emergency Communications Transformation Program (ECTP). Responsibilities will include: Understand the Systems Development Life Cycle (SDLC) thoroughly and utilize relevant artifacts for program testing; analyze use cases and user stories to derive meaningful test cases for both functional and nonfunctional requirements; design and develop integration test cases and procedures; create and review test plans with stakeholders and gain acceptance; manage and oversee the planning and execution of testing activities – both formal and informal - across a portfolio of IT projects, both by staff and vendors/consultants; oversee and ensure high quality in test planning, design, execution and test resolution; provide support to testing teams and oversight / management when required; ensure functional and non-functional requirements are testable, and that test cases are complete, including traceability to requirements; identify and implement testing best practices, methodologies, and tools; select, implement, and enhance testing tools for test management and efficiency; represent ECTP, specifically with regard to testing, on application projects such as Computer Aided Dispatch (CAD) systems, 9-1-1 Telephony, and Land Mobile Radio projects; advise other staff on test development processes; understand and manage test anomalies and defects, particularly during formal testing, for successful test completion; identify, track, and report testing metrics to stakeholders to enable a complete understanding of testing status and progress; coach and mentor testers on all aspects of testing processes; participate in program management activities including executive status reporting, consultant resource management and strategic planning; prepare senior level technical reports for executive management; and support special ECTP projects as assigned.

**Minimum Qualification Requirements**

- (1) A four-year high school diploma or its educational equivalent plus a certificate from an accredited technical school (approximately 675 hours) with a specialization in computer operations and three years of satisfactory, full-time large-scale mainframe computer operations or three years of satisfactory data communication network experience in a mainframe environment, gained since June, 1996, one year of which must have been in a project leader capacity or as a major contributor on a complex project;  
or  
(2) A baccalaureate degree from an accredited college and four years of satisfactory, full-time experience as described in "1" above, including one year of which must have been in a project leader capacity or as a major contributor on a complex project;  
or  
(3) A four-year high school diploma or its educational equivalent and five years of satisfactory, fulltime experience as described in "1" above, including one year of which must have been in a project leader capacity or as a major contributor on a complex project;  
or  
(4) A satisfactory combination of education and/or experience which is equivalent to "1," "2," or "3" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and three years of satisfactory, full-time large-scale mainframe computer operations or three years of satisfactory data communication network experience in a mainframe environment, gained since June, 1996, one year of which must have been in a project leader capacity or as a major contributor on a complex project.

NOTE: In order to have your experience accepted as Project Leader or Major Contributor experience, you must explain in detail how your experience qualifies you as a project leader or as a major contributor. Experience in computer software development and maintenance, technical support, quality assurance (QA), hardware installation, or as an end user will not be accepted for meeting the minimum qualification requirements.

**Preferred Skills**

The preferred candidate should possess the following: 6+ years experience in public safety, including lead technical roles in technology projects; 5+ years of project management experience specifically related to technology change management and implementing communications strategies; 7 years experience with testing methodologies (Agile, Scum) and test tools (HP Quality Center) and creating automated test scripts; demonstrated ability to create Test Plans, design Test Cases, create Test Scripts / procedures and automate them where applicable; ability to transform functional and non-functional requirements into test cases and test scripts; a clear understanding of application development lifecycle such as iterative processes, large system testing methodologies; experience with network, network monitoring and/or IT SEC a plus; exposure to public safety technology and applications, including, but not limited to: Computer Aided Dispatch (CAD), mobile data systems, reporting systems, and telephony systems; expertise in problem solving, process improvements and project support of enterprise-wide applications; ability to create project work plans, estimating work effort, project budgeting, and team management; experience managing multiple staff and consultant resources; experience preparing technical and business documentation; experience with dispatching or call center operation and public safety technology; experience in development and use of test management plans and test cases; demonstrated experience working with technical and non-technical staff; strong knowledge of Microsoft Office programs; outstanding collaboration and team building skills; strong written and verbal communication skills; self-motivated and have the ability to work independently with minimal supervision; excellent analytic, organization,

presentation and facilitation skills; ability to handle multiple tasks under tight deadlines; and the ability to interface with executive level management and give senior level presentations.

**To Apply**

For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities > Careers, and search for Job ID #234660

For all other applicants, please go to [www.nyc.gov/jobs/search](http://www.nyc.gov/jobs/search) and search for Job ID #234660

-or-

If you do not have access to a computer, please mail resume indicating Job ID # to:

Department of Information Technology and Telecommunications (DoITT)  
Recruitment Office - 255 Greenwich Street - 9th Floor - New York, NY 10007

SUBMISSION OF A RESUME IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW  
APPOINTMENTS ARE SUBJECT TO OVERSIGHT APPROVAL

**Posting Date:** March 17, 2016

**Post Until:** Filled

The Department of Information Technology & Telecommunications and the City of New York are equal opportunity employers.