



Job Title/Code: IT STAFF SPECIALIST (10-4486-904)

**This is a position specific recruitment for the Maryland State Lottery Agency.
The resulting list of eligibles will be used to fill this position/function only.
Persons interested in future vacancies in this classification will need to reapply.**

JOB TITLE/CODE: IT STAFF SPECIALIST (10-4486-904)
(Please list Job Title and Announcement Number on your application.)

LOCATION: Maryland State Lottery Agency Headquarters: Baltimore, MD – IT Division

START SALARY: \$42,891 – \$68,664 (Grade 17) (Temporary Salary Reduction thru 6/30/11)

ISSUED: July 13, 2010 **CLOSING DATE:** July 27, 2010

NATURE OF WORK: The Maryland State Lottery Agency is seeking a Video Lottery Terminal (VLT) Testing Specialist to be responsible for evaluating and preparing technical assessments of information technology issues in support of individual video lottery terminals and the compatibility with the central monitor and control system.

POSITION DUTIES:

Develops procedures and maintains standards manuals; reviews and approves application systems for adherence to performance standards related to development, testing, implementation, and maintenance; maintains systems documentation libraries; examines the results of the VLT vendor's software and hardware for correctness, efficiency, reliability, ease of operation, and integrity and approves same for release to production; monitors the adequacy of adherence to VLT system's internal controls and emergency, disaster recovery, and security procedures; recommends changes to correct deficiencies and enhance the quality of the VLT vendor's systems and services; coordinates responses to internal and external audit exceptions related to VLT systems and services and follows up on corrective action plans; performs any other functions that management determines may be necessary to validate the proper functionality and performance of the terminal equipment and central systems.

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree from an accredited college or university in Computer Information Technology, Management Information Systems, Computer Science or other information technology-related field to include course work in systems analysis and applications programming using generally accepted computer programming languages or in operating systems and data communications technology.

Experience: One year of experience designing, developing, testing, implementing and maintaining applications systems and programs using generally accepted computer programming languages or maintaining and modifying operating systems for computers.

Notes: Graduation from an accredited high school or possession of a high school equivalency certificate and thirty credit hours from an accredited college or university in Computer Information Technology, Management Information Systems, Computer Science or other information technology-related field to include course work in systems analysis and applications programming using generally accepted computer programming languages or in operating systems and data communications technology may be substituted for the required education.

Graduation from an accredited high school or possession of a high school equivalency certificate and one additional year of experience designing, developing, testing, implementing and maintaining applications systems and programs using generally accepted computer programming languages or maintaining and modifying operating systems for computers may be substituted for the required education.

APPLICATION PROCEDURES: Applicants must complete a State of Maryland MS-100 application and send it to the address below. Applications may be obtained from the Maryland State Lottery Agency's Human Resource Division or by visiting the DBM website: www.dbm.maryland.gov. **Applicants will be rated based on their description of job duties and responsibilities. Applicants should be thorough in completing this requirement.**

QUALIFICATIONS: You must possess the minimum qualifications to be considered for this position. If you are scheduled to complete an educational or licensing requirement within six months of the assessment, you may participate in the examination process. Permanent State employees may also complete necessary experience requirements within six months of the date of the assessment. However, such candidates will not appear on eligibility lists until documentation has been received that the educational

and experience requirements have been met. Credit may be given for relevant part-time, temporary, or volunteer experience, if you list the number of hours worked per week. All information used to determine your qualifications must be submitted by the closing date. Therefore, be sure that you accurately and thoroughly complete the application.

SELECTION PROCESS AND ASSESSMENT: Please make sure that you provide sufficient information on your application (and on separate pages, if necessary) to show that you meet the qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date. Successful candidates will be ranked as Best Qualified, Better Qualified, or Qualified and placed on the employment (eligible) list for at least one year.

The assessment may consist of a rating of your education, training and experience related to the requirements of the position. You may be required to complete a qualifications supplement, or the rating may be based on your application. Therefore, it is important that you provide complete and accurate information on your application. **Applications must be received no later than close of business, Tuesday, July 27, 2010.**

(C-10-4486-904)

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