

UNITED STATES BANKRUPTCY COURT

DISTRICT OF ARIZONA

230 N. 1ST AVENUE, PHOENIX, AZ 85003



JOB TITLE: Network Systems Engineer/IT Security Officer (CL-28)

Department:	Management Information Systems	Vacancy #:	25-08
Location:	Phoenix, AZ	Travel Required:	Occasional
Salary Range:	\$74,158 - \$120,518	Position Type:	Regular, Full-Time
Date Posted:	August 20, 2025	Closing Date:	Open Until Filled

Based upon performance, accretion of duties, and budget, this position may have the opportunity to promote to the classification level of CL-29 with no further competition.

This position is part of the federal judiciary; therefore it is not subject to the executive orders and DOGE mandates that apply to the executive branch.

INTRODUCTION

The U.S. Bankruptcy Court | District of Arizona is looking for a tech-savvy problem solver to join our Management Information Systems (MIS) team as a **Network Systems Engineer/IT Security Officer** in Phoenix, AZ. This is your chance to work in a stable, professional, and collaborative environment with great benefits and flexible work options!

The network engineer is responsible for the design, implementation, and maintenance of network systems, including but not limited to switches, routers, cabling, servers, national cloud services, workstations, VDI, and endpoint management. The position provides day-to-day operational support for Microsoft, Cisco, and HP-based information technology infrastructure, including Windows servers and Active Directory. The engineer ensures effective and efficient server maintenance and operations workflow and practices to help improve the availability and performance of systems and dependent environments.

As the court's Security Officer, this position also determines security policies and implements security measures and solutions to protect court data and systems from loss or intrusion. The position also assists clerk's office staff, judges, and judge's staff in troubleshooting network, equipment, or software issues. Situational teleworking or condensed schedules may be available. However, this is not a full-time teleworking position. This position also regularly works with judiciary Administrative Office staff (AO) regarding national services, hosting, and security. Periodic after-hours/weekend work, lifting and transporting equipment, and occasional travel to divisional offices are required.

REPRESENTATIVE DUTIES

The representative duties are intended to provide general examples of major duties and responsibilities that are performed by this position and do not reflect all duties assigned.

- Analyze needs, forecast, configure, maintain, and improve the Court's data communications network (DCN), local area networks (LAN), storage devices, physical and virtual environments, and endpoints
- Monitor system and network performance; analyze, isolate, and solve complex system and network problems; and perform data backups, as necessary

- Perform administrative support and troubleshooting of Microsoft Office 365, Active Directory, and Group Policy
 - Participate in and support vulnerability assessment and mitigation
 - Perform software and hardware installations, patches upgrades, and configurations/reconfigurations
 - Develop and implement short-term and long-term automation improvement plans while project-managing those efforts
 - Develop expertise and prepare instructions to train peers and/or court staff
 - Develop and maintain network and security systems documentation and reports
 - Perform local on-site and remote access support and troubleshooting
 - Ensure all systems are configured, maintained, and operated to meet local and national standards
 - Participate in developing, testing, and implementing disaster recovery procedures for all automated information systems
 - Research and evaluate best security practices and technology, make recommendations, and implement technology and processes to minimize security risks; and complete security training, as required
 - Write and update security policies; complete security scorecards, audits, and simulations; and plan for disaster recovery operations and testing
 - Promote awareness and adoption of security best practices
 - Perform help desk duties by assisting staff and external customers with routine IT-related inquiries regarding equipment, network, software, and/or user application issues; and provide on-call support to judicial staff
 - Other duties, as assigned
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POSITION QUALIFICATIONS

Minimum Education and/or Experience

- Minimum of four (4) years of specialized experience; **OR**
- Minimum of two (2) years of graduate study in information technology or a closely related field, plus two (2) years of specialized experience; **OR**
- Master's Degree from an accredited college or university in information technology or a closely related field

Specialized Experience: Progressively responsible experience that is in, or closely related to, the work of the position that has provided the knowledge, skills, and abilities to perform the duties of the position successfully).

Preferred Education and/or Experience

- A degree from an accredited college or university in information technology or a closely related field of study
 - Knowledge and experience with operating systems, servers, and workstation products
 - Direct experience with Splunk, Kace, Cisco, VMware, and desktop virtualization
 - Python scripting
 - Experience with Cisco and HP network switches
 - Network+ and Security+ certification
 - Knowledge of court policies, procedures, guidelines, or internal controls
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REQUIREMENTS / CONDITIONS OF EMPLOYMENT

- **Security/Background Investigation:** The chosen applicant will be required to undergo a full local and Office of Personnel Management (OPM) background investigation, including fingerprinting, and every five (5) years thereafter. Successful candidates are provisionally hired pending the results of the background checks.
- **Citizenship:** The chosen applicant must be a citizen of the United States or a permanent resident working towards citizenship, legally eligible to work in the United States.
- **Code of Conduct:** All employees are required to adhere to the Code of Conduct for Judicial Employees
- **At-Will Employment:** The U.S. Courts are considered an at-will employer and service appointments may be terminated at any time with or without cause

BENEFITS

- 11 Paid Holidays
- 13 Days of Annual Leave (4.0 hours accrued every pay period, with increased accrual after three years of federal service)
- 13 Days of Sick Leave (4.0 hours accrued every pay period)
- A variety of employer-subsidized health, dental, vision, and life insurance plans
- Required participation in the Federal Employees Retirement System (FERS) pension plan
- Optional participation in the Thrift Savings Plan (Traditional and Roth) with employer matching
- Flexible work schedules with the ability to participate in telework opportunities, depending on court/business needs
- Participation in the Public Service Loan Forgiveness Program
- Public transportation subsidies

APPLICATION PROCESS

To apply for this position, qualified candidates must submit an updated resume to **azbreruitment@azb.uscourts.gov**.

Please note that if invited to proceed to the interview phase, candidates will be required to submit a formal application. This application can be found at <https://www.azb.uscourts.gov/employment>

The U.S. Bankruptcy Court | District of Arizona is an Equal Opportunity Employer. We value diversity and are committed to equity and inclusion in our workplace. The Court encourages applications from all qualified individuals and seeks a diverse pool of applicants in terms of race, ethnicity, national origin, sex, gender identity and expression, sexual orientation, age, languages spoken, veteran's status, disability, religion, and socio-economic circumstance.

Due to the volume of applications received, only applicants who are tested and/or interviewed will receive a written response regarding their application status.