Internship Opportunity
PROGRAMMER/DEVELOPER INTERN

U.S. District Court

District of South Dakota
www.sdd.uscourts.gov

Announcement #: 02-23

Number of Vacancies: 1

Location: Sioux Falls, South Dakota; occasional telework option available

Salary: $25-$28/hr, commensurate with experience

Employment: Temporary, full-time not to exceed 90 days

Closing Date: Open until filled with priority consideration given to applications received by 3/24/2023

The District of South Dakota

The U.S. District Court for the District of South Dakota consists of five district judges, one bankruptcy judge, and three magistrate judges. There are 66 counties in the state with the corporate office located in Sioux Falls.

In addition to several satellite offices within the district, divisional offices include Aberdeen, Pierre, and Rapid City.

About the Position

The U.S. District Court for the District of South Dakota is seeking a full-time, temporary Programmer/Developer intern. This position will provide support to the district's IT automation team by focusing on the software and program needs for employees within District Court, Probation and Pretrial Services, and Bankruptcy.

The IT intern will assist with analyzing, implementing, and supporting automation solutions to employees by customizing and delivering web applications and programs that meet the organization's needs. The intern will perform technical work related to designing, modifying, and adapting existing software programs as well as creating new programs from scratch. Typical duties will include writing code, documenting work, developing custom reports, and possibly providing training on use of systems to employees within the district.

Overview of Duties

- Use SharePoint Framework to create website designs with OOTB, UI extension, page layouts, themes, and display templates.
- Build workflows and forms using Power Automate and Power Apps.
- Code custom webparts using HTML5, JavaScript, Typescript, React, SCSS, SQL, Bootstrap, or responsive design for all devices.
- Analyze end user needs and software requirements to determine feasibility of software design while taking time and cost into consideration.
- Evaluate, recommend, and assist in the implementation of short-term and long-term automation improvement plans.
- Provide technical expertise in the development and operational support of court systems and services.
- Write and maintain documentation for automation solutions and processes as well as locally developed software.
- Communicate effectively with other IT staff regarding collaborative tasks and project updates.
- Install, configure, test, manage, and support national and local systems interfacing with SharePoint, Informix, and MySQL.
- Other duties as assigned.

Requirements and Qualifications

- Current student/enrollment in a Computer Science or IT-related field;
- An understanding of .NET Framework and SQL;
- Knowledge of applicable programming languages, databases, and application design;
- Knowledge of computer systems and networks;
- Skill in building or adapting programs, equipment, and technology;
- Ability to communicate technical information in a clear and understandable manner to end users;
- Ability to interact effectively and appropriately with others when in a remote status;
- Consistently provide a high level of customer service and resolve IT issues timely and in a manner that complies with local and national regulations;
- Skill in writing program documentation.

Preferred Skills and Experience

- Experience with SharePoint, Office 365, OneDrive, Power BI, Power Apps, SQL, and other Microsoft Online products;
- Experience with Microsoft Server and Desktop operating systems;
- Knowledge of SharePoint Site Collection Administration with an understanding of SharePoint Libraries, Lists, and Workflows;
- Experience with data and systems security;
- Experience supporting large, complex, or enterprise-wide solutions;
- Have and maintain a 3.0 cumulative grade point average or higher.

Conditions of Employment

- Applicants must be a U.S. citizen or eligible to work in the United States.
- Judiciary employees must adhere to the *Code of Conduct for Judicial Employees* at all times.
- Employees of the United States District Court are hired under excepted appointments, are not covered by the Civil Service System, and are considered "at will" employees.
- The candidate hired for this position will be subject to a full background record check.
- This position is subject to mandatory electronic funds transfer participation for payment of net pay (direct deposit).
- The U.S. District Court, District of South Dakota reserves the right to amend or withdraw any vacancy announcement with or without notice to applicants. If a subsequent vacancy of the same or similar position becomes available within a reasonable amount of time after the original announcement has closed, the Court Unit Executive has the right to select another candidate from the applicant pool of the original vacancy announcement.

Application Instructions

For consideration, applicants must submit the following:

1) A letter of recommendation from a current or previous college professor;
2) A completed AO 78 Judicial Branch Federal Employment application, found on http://www.uscourts.gov under *Court Forms*. Education and/or experience must be clearly documented and explained on the AO 78 *Judicial Branch for Federal Employment* application.

Application packages should be emailed in PDF format with "Vacancy 02-23" in the subject line to Brooke Richards at: brooke_richards@sdd.uscourts.gov.

The District of South Dakota is an Equal Opportunity Employer and complies with the Fair Chance to Compete Act.