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MISSION

The mission of the Clerk's Office of the United States District Court for the Northern District of California is to support, defend and preserve the Constitution of the United States by:

- Serving and supporting the court
- Providing access to the court
- Maintaining the records of the court
- Providing information about the court
- Performing our mission with a commitment to excellence

The United States District Court is an equity-focused employer.

CAREER OPPORTUNITY

UNITED STATES DISTRICT COURT NORTHERN DISTRICT OF CALIFORNIA

Position: Programmer Administrator (FY26-21)

Salary Range: \$106,437–\$172,993

Location: San Francisco, CA

Opening Date: June 5, 2026

Priority Application Date: June 22, 2026

Closing Date: Open until filled

Whether launching or continuing a career in public service, the U.S. District Court is a great place to work with competitive salaries and benefits, a work schedule that promotes a work-life balance, and the opportunity to work with colleagues committed to fulfilling the important mission of administering justice in an efficient and effective manner. This position offers an excellent opportunity to advance a career in Federal court service.

POSITION OVERVIEW

DUTIES AND RESPONSIBILITIES:

- Consult with and provide advice and guidance to judges, senior managers, and staff of the courts throughout the district and the circuit on current and future technologies and automation of manual court processes. Provide advice and guidance on technology purchases.
- Design, develop and support application software using multiple programming languages (e.g. VB.net, C#, ASP.NET); utilize Visual Studio C# extensively.
- Develop, implement and manage Intranet and software projects from inception to delivery, including complex project plans, thorough design plans and detailed timelines.
- Manage a variety of web and windows based off-the-shelf applications and their associated databases.
- Ensure adequate resources are available; coordinate and lead project meetings; ensure projects are delivered on time and within budget.
- Assist with application and security-related training, conduct presentations and technical briefings for staff.
- Analyze user needs and software requirements to determine feasibility of design within time and cost constraints.
- Write code to specifications and document all work thoroughly.
- Confer with technical staff and end users to design software applications, including exchanging information on project limitations, capabilities, performance requirements, and interfaces.
- Perform routine testing and develop/perform software system testing and validation procedures.
- Establish and enforce development standards, code review practices, naming conventions, and quality benchmarks for assigned staff.
- Ensure all source codes if fully commented and that release notes, change logs and version histories are kept current and accessible.
- Establish maintain and enforce comprehensive technical documentation standards across all custom-developed and supported applications.

- Recommend strategies to the Director of IT, court management and the user community to determine system requirements that support the mission of the court.
- Recommend and direct the development of software solutions to enhance both existing and new systems.
- Design, modify and implement short- and long-range automation improvement plans, ensuring changes are implemented with minimal disruption to court operations.
- Provide reports on system functions, maintenance, hardware/computer usage and developmental changes.
- Advise the Director of IT and senior management on software systems design, requirements, and ongoing maintenance.
- Provide end user support for all supported applications.
- Service as a liaison between peers and end users.
- Other duties as assigned.

QUALIFICATIONS

Minimum Qualifications: The successful applicant must have three years specialized experience, including one year equivalent to work at the CL-28. For placement at salary levels above minimum up to and including step 25, (considering court-preferred skills and an evaluation of quality of experience), the successful applicant must have at least have more than one-year specialized experience equivalent to work at CL-28.

Specialized Experience is progressively responsible experience related to the technical aspects of data processing, office automation, and data communications and their applications, terminology and methodology, including the accomplishment of computer project assignments that involved systems analysis, design, programming, implementation, integration, and management.

Preferred Qualifications:

- Prior federal court experience.
- Formal training, degree, or certification(s) in computer science, software development, information systems, or related field. MCSE certification preferred.
- Demonstrated experience leading complex software development and automation projects from planning through implementation.
- Experience supervising technical staff, establishing performance and programming development standards.
- Experience managing software development lifecycles.
- Experience developing custom applications using modern programming languages (VB.net, C#, ASP.NET) and development tools, including Microsoft development technologies.
- Strong knowledge of systems analysis, database design, application architecture, and software integration.
- Excellent MS SQL development, administration, and database maintenance skills.
- Strong knowledge of networking, application security, and secure software development practices.
- Experience providing technical consultation and recommendations to executive leadership, management, and end users.
- Demonstrated ability to analyze complex business processes and develop automation solutions that improve efficiency and service delivery.
- Ability to build collaborative working relationships with judges, executives, managers, staff, vendors, and external stakeholders with strong customer service focus.
- Excellent spelling, grammar, and proofreading skills.
- Excellent verbal and written communication skills.

COMPENSATION AND BENEFITS

The U.S. District Court is part of the federal Judicial branch of government and is independent of the Executive and Legislative branches. The court sets its own employment policies including remote work and performance management, while also valuing employees' individualism and continuing to strive towards a diverse, equitable and inclusive workplace.

Compensation will be set based on experience and qualifications pursuant to the policies and guidelines set forth in the Court Personnel System (CPS).

We offer a competitive salary along with full federal benefits, and new reporters are immediately included in the courts trial rotation, ensuring consistent opportunities for additional transcript income.

Judicial Branch employees are "at will" employees and are not subject to the employment regulations of competitive service. However, judiciary employees are entitled to benefits. For more information about federal court benefits, please visit: www.uscourts.gov/careers/benefits.

INFORMATION FOR APPLICANTS

The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement without prior written or other notice.

The successful candidate for this position is subject to a FBI fingerprint check and background investigation (employment will be provisional and contingent upon the satisfactory completion of the required background investigation), will be required to adhere to a [code of conduct](#), and is subject to mandatory direct deposit of federal wages. The court is not authorized to reimburse travel expenses for interviews or relocations.

Interviewing Non-Citizens and Making Offers of Future Employment: Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, this means that an offer of employment cannot be made unless the candidate is a lawful permanent resident who is seeking U.S. citizenship as explained below.

Under 8 U.S.C. §1324b (a)(3)(B), a lawful permanent resident seeking citizenship may not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen), at which point he or she must apply for citizenship within six months of becoming eligible, and must complete the process within two years of applying (unless there is a delay caused by the processors of the application).

Equal Focused 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.

The court provides reasonable accommodation to applicants with disabilities. If you need reasonable accommodation for any part of the application or hiring process, please notify the Human Resources Unit of the Clerk's Office at 415-522-2147.

Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

APPLICATION PROCEDURE

Applicants must submit the following:

1. Cover Letter
2. Resume
3. Three professional references.

To be considered for this position, visit our agency website at <https://www.governmentjobs.com/careers/uscourtsand> to submit the online application, along with the above-listed documents. Please be sure to fully complete your application by providing all work history from the past ten years. Attachments should be submitted as Microsoft Word (DOC) or Adobe Acrobat (PDF) files. Other formats are not acceptable.

Applications will be considered complete when the online application and all required attachments, in the appropriate format, are received by the Human Resources Unit.