



BOARD OF STATE AND COMMUNITY CORRECTIONS

Applicants with disabilities who need reasonable accommodations, such as a Sign Language interpreter, a reader or assistance attending an interview please call (916) 323-8579.

Position:

Information Technology Specialist I

Position #:

917-190-1402-XXX

Salary Range:

A \$6513.00 - \$8729.00
B \$7163.00 - \$9599.00
C \$7864.00 - \$10537.00

Issue Date:

April 8, 2026

Final Filing Date:

April 22, 2026

Contact:

BSCC HR
(916) 341-6891
BSCCHr@bscc.ca.gov

Location:

Board of State and Community Corrections
2590 Venture Oaks, Suite 200
Sacramento, CA 95833

Individuals who are currently in this classification; eligible for lateral transfer; or reachable on a certification list may apply.

For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.

Submit application package electronically via CalCareers or to the address below:

STATE CONTROLLER'S OFFICE
Human Resources
ATTN: Classification Unit – IG
300 Capitol Mall, Suite 300
Sacramento, CA 95814

Application package must include all the required documents. Mailed application must include 917-190-1402-XXX. Incomplete application packages will be rejected.

The Board of State and Community Corrections provides services to the county adult and juvenile systems through inspections of county jails and juvenile detention facilities, technical assistance on local issues, promulgation of regulations, training standards for local correctional staff, and the administration of a wide range of public safety, re-entry, violence reduction, and rehabilitative grants to state and local governments and community-based organizations..

The following link outlines a summary of benefits available to state employees: <https://www.calhr.ca.gov/Pages/California-State-Civil-Service-Employee-Benefits-Summary.aspx>

Applications will be screened and only the most qualified will be interviewed. Application must include "to" and "from" employment dates (m/d/y), hours per week, and prior employer contact information including contact number. Applications received without this information may not be considered for this position.

All types of appointments will be considered, including but not limited to, T&D Appointments.

The selected candidate considered for the advertised position will be required to undergo a fingerprint clearance and any offer of employment will be contingent upon live scan fingerprint results.

In accordance with the BSCC's Nepotism Policy, any personal relationships will be confirmed before a job offer is made.

Scope of Position:

Under the direction of the Chief Information Officer (CIO), an IT Supervisor II, The Information Technology Specialist I works cooperatively with customers throughout the Board of State and Community Corrections' (BSCC) In-Custody Death Review (ICDR) division to plan, develop, implement and support information technology applications and databases. This position provides project leadership, analysis, programming, and quality assurance services. It also supports system development, business requirements development, database/system administration services, and technical support in response to requests from BSCC staff.

Duties and Responsibilities:

(Candidates must perform the following functions with or without reasonable accommodations.)

- **Programming** -The incumbent plans, coordinates, develops and maintains complex custom applications (desktop, web, server) and databases using standard development and office automation tools – Microsoft Visual Studio dot NET, Microsoft Visual Studio, Microsoft SQL Server, GenAI tools, and Microsoft Office components. The incumbent follows established standards for programming, interface design, and database development; and documents all components and processes.
- **Systems Analysis and Design** - Applies system development standards, guidelines, and best practices in analyzing, designing, maintaining, and release management for complex information technology solutions. Independently works with customers in all phases of the system development life cycle, including project initiation, analysis and design, software and database

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, hair style and texture, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation. Rev. 03/2021



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development, testing and deployment.

- **Technical Lead** - Serves as lead on the BSCC's IT projects, working with users during system development and addressing production issues.
- **Project Management** - Accepts leadership responsibility for multiple tasks/projects, applies sound project management principles, and follows standards and guidelines in leading information technology projects as required. The incumbent effectively communicates (verbal, written) with colleagues, customers (internal and external) and BSCC managers, reporting project status and providing project documentation as required (feasibility studies, business requirements, technical specifications, work plans, status reports, etc.).
- **Research** – The incumbent keeps current with industry trends, new technologies, and industry practices by independently reviewing technical literature, attending technical training, having technical discussions with colleagues, and performing independent research.
- **Other Duties** – The incumbent will perform other programming and IT tasks (e.g. service desk, customer service, troubleshooting, etc.) as assigned and/or required.

Desirable Qualifications:

- Full stack developer
- C# experience
- Experience gathering application requirements
- Familiarity with GenAI in connection to app development