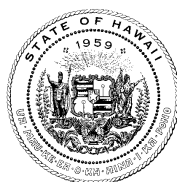


DAVID Y. IGE
GOVERNOR



DOUGLAS S. CHIN
ATTORNEY GENERAL

STATE OF HAWAII
DEPARTMENT OF THE ATTORNEY GENERAL
425 QUEEN STREET
HONOLULU, HAWAII 96813
(808) 586-1500

RUSSELL A. SUZUKI
FIRST DEPUTY ATTORNEY GENERAL

NICS Act Record Improvement Program Manager
Exempt from civil service, temporary, full-time
Hawaii Criminal Justice Data Center

Description: This position is in the Department of the Attorney General, Hawaii Criminal Justice Data Center (HCJDC), which shares justice information among state, county, and federal criminal and non-criminal justice agencies and serves as the national reporting agency for the State of Hawaii. The NARIP Program Manager is responsible for the development of the State's NICS Record Improvement Plan and for the establishment and management of the NICS Record Improvement Task Force. Further, this position will be responsible for the management of the projects/activities being completed under the NARIP Grant.

Requirements:

Citizenship Requirement: The State of Hawaii requires that all persons seeking employment with the government of the State shall be citizens, nationals, or permanent resident aliens of the United States, or eligible under federal law for unrestricted employment in the United States.

The individual must have a Bachelor's Degree or higher from an accredited college or university, have at least three years of recent, demonstrated experience with project management of complex, mission-critical information systems which includes leading a team through the development and implementation of project planning documents appropriate to the situation, development of resource, test, implementation, quality assurance, contingency, and risk management plans, development and application of project management methodologies appropriate to the situation and experience with computer applications such as Microsoft Office Suite (Word, Excel, PowerPoint programs).

Must possess the ability to write clearly, read and comprehend such materials as reports and technical documents, and solve problems logically and systematically. The individual must be able to communicate clearly and effectively with internal staff, criminal justice agency contacts, and NICS Record Improvement Program participants. Knowledgeable in information systems development methodology, computer applications and software, and familiarity with the criminal justice process in Hawaii is preferred. Must have strong skills and abilities in the following areas: analytical and problem determination, organization, inter-personal communication, oral and written communication, experience in the use of e-mail, word processing, spreadsheet, and project management software.

Salary range: \$60,000 - \$80,000 annually, pending qualifications of applicant.

To apply: Send cover letter, resumé, salary requirements, and completed Application for Exempt Employment (download Application from <<http://ag.hawaii.gov/employment>>), postmarked no later than October 21, 2016 to:

Department of the Attorney General
Hawaii Criminal Justice Data Center
465 S. King Street, #102
Honolulu, Hawaii 96813

(No phone calls, please)
An Equal Opportunity Employer