
STUDENT EMPLOYEE JOB DESCRIPTION

JD# 356 LCDI

Supervisor: Joseph Williams
Department: LCDI
Position Type: Federal Work-Study Program Part-Time Student Employment

JD#: 356 LCDI
Job Level: 3
Pay Rate: \$10.20
Workday Job Title: Student Employee Level 3

Posted Job Title: Programmer for the Senator Patrick Leahy Center for Digital Investigation (LCDI)

Job Description: Help develop automated program along with LCDI Forensics Research Assistant. Work alongside our Forensic Research Assistant on select projects to develop automated programs for them. Will be assigned to a specific project and expected to contribute to the development of the product.

- Write, update, and maintain computer programs or software packages to handle specific jobs,
- Perform or direct revision, repair, or expansion of existing programs to increase operating efficiency or adapt to new requirements.
- Write programs in a variety of computer languages, such as C++ and Java
- Update and expand existing programs
- Assisting and participating in team testing of the functional product.

Required Qualifications:

- C++ or related
- Must possess strong written and verbal communication skills
- Must be able to work with a team and comfortable presenting to team members and clients

Additional Preferred Qualifications:

- A previous programming job.
- 1-2 years' experience working with coding.

How to Apply: Interested applicants should complete an application online; upload a resume and a cover letter. Within your cover letter you must use the word "superlative" correctly. <http://bit.ly/LCDIJobApplication>. If interviewed, you will be required show proof of any programming work you have done.

Approximate Hours per Week: 8-10

Qualified candidates will be expected to work a set schedule each week of the applicable period (Fall, Spring, or both). The student's schedule will be set at the beginning of the working period and will be enforced throughout. In addition, the student will be encouraged to work select weekend days to assist with LCDI public relations events (2-3 per semester). The student will be required to staff one of these events per semester.

In order to successfully accomplish the goals of this position, it may be necessary for the student to adjust his/her schedule to accommodate meetings with team members (i.e. monthly training and/or meetings).

The following are suggested work times, which can be conducted in a combination of Work Blocks within a specific Work Group:

1. Work Group 1: Monday, Wednesday, and Friday
 - a. Work Blocks: 8am-12pm, 12pm-4pm
2. Work Group 2: Tuesday and Thursday
 - a. Work Blocks: 8am-12pm, 12pm-4pm
3. Adjusted schedules are available upon request and are subject to approval by the supervisor.

Job Location: Lakeside Campus