

MS SharePoint Applications System Analyst

Full-Time Salaried Exempt Employee Technical

Newport News, Virginia

ID: 052019-01

Summary:

The SharePoint Operations SME will support the Supervisor of Shipbuilding, Conversion and Repair, USN, Newport News (SSNN) Information Technology which consists of a legacy Department of Defense Information processing network; capabilities residing at the Component Enterprise Data Center (CEDC) consisting of Government and Commercial Off the Shelf (COTS) IT applications, systems and services, Windows Active Directory Servers, File Storage, Citrix Systems, SharePoint, and Primavera; and the SUPSHIP Microsoft Access Database (SSMAD) server, a standard Windows File Server connected to the Navy Marine Corps Intranet (NMCI).

The legacy network is designated as a mission assurance category III, Unclassified Navy Nuclear Propulsion Information (U-NNPI) Network hosted by Windows Active Directory Domain Controllers with the top-level domain and is comprised of a multitude of mission critical Government and Commercial Off-The-Shelf(COTS) IT applications, Systems and Services, Windows Active Directory Servers, Email, File Storage, Blackberry Enterprise Services, Internet Access, Citrix Systems, SharePoint, Networked Printers, as well as Laptop and Desktop Computers. SSNN IT currently supports end users, Personal Computers, Smartphone hand-held devices and Printers at various locations throughout the Newport News Shipbuilding (NNS) complex.

The candidate must have the ability to operate effectively under pressure adhering to the Athena Technology Group (ATG) Core Values of *Agility*: rapid adaptation to the changing requirements and environment of our clients; *Excellence*: Service quality that exceeds the expectations of our clients; *Integrity*: Accountability and honesty-always doing the right thing; and *Long-Term Commitment*: Unquestioned loyalty and dedication to our clients, partners and employees.

Responsibilities:

- Provide MS SharePoint services for development and design.
- All SharePoint Applications System support shall be documented using command ticketing system.
- Build framework and features for SharePoint portal.
- Design, customize, and provide brand look and feel for multiple users and applications, using MS SharePoint.
- Design, customize, and provide brand look and feel development services for multiple users and applications utilizing MS SharePoint templates, master pages and page layouts.
- Utilize Out of Box (OOB) functionality, MS Share Point Designer, and custom coded solutions where needed.
- Extend the platform with, custom solutions, apps, features, MS SharePoint workflows, user interface (UI), and branding; as needed.
- Extend the platform with custom solutions, apps, features, MS SharePoint workflows, user interface (UI), branding, CSR (client-side rendering) utilizing ASP.Net, C#.Net, Ajax, JavaScript and modem

JavaScript frameworks, JQuery, MS SharePoint Designer, XML, XSLT, CAML, REST, JSON, OData and CSS style sheets.

- Perform business analysis for future Line of Business (LOB) apps and customizations.
- Perform business analysis for future Line of Business (LOB) apps and customizations by working with MS SharePoint team, powers users and key stakeholders, and/or senior staff to define how the solution is delivered and developed.
- Perform the Software Development Life Cycle (SDLC).
- Perform the Software Development Life Cycle (SDLC) using the Agile model and CMMI Level 3 equivalent processes for software development.
- Provide expertise to support the implementation of MS SharePoint portal instances, site collection design, branding, and site structures support version control of program assets.
- Provide expertise to support the implementation of MS SharePoint portal instances, site collection design, branding, and site structures support version control of program assets, documentation, source code, utilities, drivers, and firmware.
- Develop system design documents for approval prior to development.
- Develop test plans for user acceptance testing.
- Develop test procedures for new applications or enhancements to existing applications.
- Provide technical software information as to the design and sustainment for custom MS SharePoint software solutions.
- Work with technical writers by providing technical software information as to the design and sustainment of custom, developed MS SharePoint software solutions.

Knowledge, Skills and Abilities:

The SharePoint Applications Systems Analyst shall possess at least 2 years in client-side rendering using modern techniques, frameworks (programming in HTML5 with JavaScript and CSS3, and developing ASP.NET MVC Web Applications) utilize MS SharePoint templates; master pages; page layouts.

Education & Experience:

Baseline Security+ CE certification and;

Certification in Core Solutions of MS SharePoint Server 2013 or Advanced Solutions for MS SharePoint Server 2013

The individuals current experience must be within the past year working in the DoD Cybersecurity environment.

Clearance: Top Secret

Work environment: Work is primarily performed in an office. Typically, employees sit comfortably to do their work, interspersed by brief periods of standing, walking, bending, carrying papers and books, and extensive periods requiring the use of computer terminals to accomplish work objectives.

Work days: Monday - Friday

Work Hours: Core hours: 7:15 am - 3:45 pm

Travel: <10%

Disclaimer:

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

Additional information:

ATG is an equal opportunity employer, all interested qualified applicants are encouraged to apply, EEO/D/M/V/F. ATG welcomes and encourages diversity in the workforce. All your information will be kept confidential according to EEO guidelines.