



DELBERT HOSEMANN
Secretary of State

The Mississippi Secretary of State's Office is seeking a contractual employee to provide development services for its 16th Section Public Lands Management Module. This module is the third module of the Public Lands System that has been developed by contractual developers. This position will include software design and development, testing, and implementation assistance.

Project Overview

The agency is requesting a software developer for the MSOS Public Lands 16th Section project. This module of the system builds on the previously developed Tidelands and Tax Forfeited Modules which have been successfully deployed; Tidelands was deployed in November 2013 and Tax forfeited was deployed in December 2014. These modules were developed on a .Net platform, utilizing similar functionality across all three. However, each of these modules addresses a different set of requirements and a different purpose which means there is custom design and development being done that must provide continuity across the system.

Scope of work

The scope of work includes but is not limited to the tasks below.

1. Troubleshoot, analyze, and resolve system and user problems
 - i. Reported by internal users
 - ii. Reported by external users
 - iii. Reported by high volume filers
 - iv. Coding, configuration, workflows, document generation and document storage issues
 - v. Payment processing issues with internal systems and interfaces with the State Payment Portal
 - vi. System and server configuration issues
2. Enhancements to existing systems and applications
 - i. Adding new functionality to existing applications including workflows, forms, and business processes
3. New system development
 - i. Changes in existing statutory authority and responsibilities of the Secretary of State's Office
 - ii. Additional responsibilities given to the Secretary of State's Office
 - iii. Changes in business rules and internal policies
 - iv. Other opportunities to migrate legacy applications to the STAR framework
 - v. Coding for new functionality not currently in the STAR framework

Required Technical Skills

This contract employee is required to have at least 1 year of experience for the following skills:

- Development and configuration experience in the STAR.net environment
- Microsoft SQL Server with SQL queries and scripts for data correction and workflow corrections Crystal reports
- VB.NET 2012 or later development tools
- Microsoft.Net Development Framework
- ASP.NET MVC
- ASP.NET Web Forms
- Kendo UI
- Bootstrap
- SQL Server Reporting Services
- Information Services
- Crystal Reports
- VB.NET
- C#
- XML
- XLST
- MSSQL XML
- JSON
- Web Services
- Web API
- STAR System by MicroPact / Formerly ACO Information Services
- Experience working with MSI (NIC) Payment Portal
- Experience working with MAGIC Interface

Required Business Skills

- Experience with Mississippi public lands division
- Ability to effectively communicate in English verbally and in writing
- Strong oral and written communication, customer service, and time management skills
- Strong presentation and facilitation skills
- Ability to work independently but effectively with a team to accomplish team projects and solve technical problems
- Experience developing, maintaining and updating documentation for procedures, policies, and processes

Other Considerations

Applicants are required to:

- Work remotely via a VPN connection
- Participate in daily SCRUM meetings
- Participate in an onsite team meeting 2 to 3 time annually

Agency Offering

- The agency requires the availability of the contractor to work 40 hours weekly at a rate of \$63.00 an hour.

Contract Period

- One (1) year contract with the option to renew by mutual agreement of the parties for one (1) additional year.
- Initial Contract Dates: Start Date July 1, 2016 through June 30, 2017.

Applicant Instructions

Applicants should:

- Submit a current resume outlining the required skills sets listed above
- List any technical and business skills with less than one (1) year experience
- Provide three (3) professional references
- Submit any questions via email to: charlie.case@sos.ms.gov
- Submit applications via email to: human.resources@sos.ms.gov

Receipt of Applications

- Applications are due to the Mississippi Secretary of State's Office by 2:00 PM on May 6, 2016, and should be submitted either electronically to human.resources@sos.gov or hard copy to Mississippi Secretary of State, Attention: Carla Thornhill, P.O. Box 136, Jackson, MS, 39205. Any applications received after 2:00 PM on May 6, 2016 will not be considered.