



**GREATER ORLANDO AVIATION AUTHORITY  
EMPLOYMENT OPPORTUNITIES NOTICE  
AS OF OCTOBER 12, 2009**

**OPEN TO THE PUBLIC**

- **Financial Applications Analyst II**  
**Finance Department**  
**\$48,235.20 - \$63,502.40 annual salary range**  
**Level 11**

**Open Until Filled**

Bachelor of Science degree in Accounting, Business, Information Systems or a closely related field and five (5) years of progressively responsible functional support and/or technical experience with ERP systems, specifically accounting/financial applications, or an equivalent combination of education training and experience. Three (3) years experience with multiple Oracle Financials modules is preferred, including but not limited to: Fixed Assets, General Ledger, Grants, Inventory, Order Management, Payables, Purchasing and Receivables. Experience with PROPworks preferred. Must have a general knowledge and understanding of accounting, procurement and other business practices and procedures required. Strong knowledge of word processing, database and spreadsheet software and strong troubleshooting skills required. Excellent verbal and written communications skills, good interpersonal and presentation skills required. Knowledge and experience with SQL query language, relational database concepts and Oracle Discoverer report writing is preferred. Oracle Discoverer business area administration is desired.

Supports the business use of various financial applications with a primary focus on Oracle Financials (E-Business Suite) and PROPworks lease management system. Focuses on business practices and functionality (primarily accounting and procurement) and requires some technical expertise (ad hoc reporting and SQL). Troubleshoots, reviews, analyzes, evaluates, maintains, administers and provides day-to-day support of the Authority's financial applications. Assist with the evaluation and testing of major and minor application upgrades, patches, customizations and enhancements and assist with the implementation of new financial applications or new modules. Develops and provides training to all business and end users of Oracle Financials, PROPworks and all other financial applications. Primarily supports the business users within the Finance and Purchasing Departments. Perform other duties as assigned.

- **Communications Center Manager**  
**Security Department**

**Open Until Filled**

Bachelors degree in Administration and six (6) years Communications experience in police and/or fire dispatching, preferably four (4) years in a supervisory position, or an equivalent combination of education, training and experience. Knowledge of Public Safety Answering Point (PSAP) regulations, numerous computer software programs and numerous safety and security systems required. Must have excellent organizational oral and written communication skills. Certified Training Officer Certification, Florida Criminal Information Computer/National Criminal Information Computer (FCIC/NCIC) Certification and Emergency Medical dispatch Quality Assurance (EMDQ) Certification desired. Emergency Medical Dispatch (EMD) Certification required within 6 months of hire. Valid Florida driver license required.

Manages the operation of the Communication Control Center and employees. Establishes and implements policy and procedures for Communications personnel. Develops and implements training programs for all Communications employees. Develops and oversees the Communication annual operating budget and authorizes expenditures. Manages the Airport Announcement and Emergency Evacuation System. Voting member of county wide Emergency Management Committees and Legal Custodian of Logging Recorder tapes. Performs other duties as assigned.

➤ **Network Administrator**  
**Information Systems Department**

**Open Until Filled**

Bachelor degree in Computer Science or related field through an accredited university, or an equivalent combination of education; training and experience, plus four years experience in the administration of medium to large corporate networks is required. Experience with current CISCO network components and network packet analysis tools such as a Sniffer is required. Alcatel or Juniper components, network management software, SNMP, Syslog experience is highly desired. Experience with Microsoft Server and Client Operating Systems (OS) is desired; experience with Sun Solaris OS is a plus. CCNA/CCNP, JNCIA; JNCIS or Alcatel-Lucent certifications is highly desired. Must have excellent communication analytical skills and be self-motivated. Must possess the ability to work in a stressful environment and use professional etiquette when dealing with employees and vendors. Must be able and willing to work both standard and non-standard work schedules to include weekends.

Performs research, develops solution concepts and designs, specifies, supports procurement, configures, installs, and tests components for data networks, and converged data, video and voice networks. Maintains and monitors the security and integrity of the network. Coordinate the installation, relocation, maintenance and repair of various computer equipment. Oversees and documents the orderly installation of cables by vendors. Establish and keeps current computer virus protection on the network servers and nodes. Monitor the network management console for error conditions. Establish and maintain IP addressing scheme.

➤ **Systems Security Administrator**  
**Information Technology Department**

**Open Until Filled**

Bachelor degree in Computer Science or related field through an accredited university and four (4) years experience required in the administration of security for medium to large corporate networks, or an equivalent combination of education, training and experience. Experience with Microsoft Server and Client Operating Systems (OS), Sun Solaris OS required and experience in creating, maintaining and enforcing Security Policies is required. Experience with CISCO and Alcatel network components, Juniper security components, network management systems (NMS), security information and event management (SIEM) software, SNMP and network packet analysis tools is desirable. Working knowledge of Oracle eBusiness Suite (or related Financials package) security, audit and control methods and concepts is desirable. Working knowledge of information security programs using best practices methodologies such as Florida's "Security of Data and Information Technology Resources Act" (Rule Chapter 60DD-2 Florida Information Resource Security Polices and Standards), ISO, COBIT, etc. that include administration, technical and physical safeguards. Microsoft MCSE, CISSP, SSCP, CISM, JNCIA, JNCIS or CISCO certifications is desirable. Must have excellent communication analytical skills and be self-motivated. Must possess the ability to work in a stressful environment and use professional etiquette when dealing with employees and vendors. Must be able and willing to work both standard and non-standard work schedules to include weekends.

Performs research, develops solution concepts and designs, specifies, supports procurement, configures, installs and test components. Operates, isolates and corrects problems related to security. Components include hardware, firmware and software, and combinations and include security components. Establishes and maintains the security and integrity of the network and computer systems. Establishes and keeps current computer virus and spyware protection on the network servers and nodes. Monitor the network management console for error conditions and take corrective actions.

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**Testing:** In accordance with the minimum requirements for the position, testing may be required. Persons with a disability requiring reasonable accommodation should contact the Human Resources Department at 407-825-2625.

**Interview Process:** Applicants who meet the minimum qualifications of the position will be considered for interview. Screening of minimum qualifications will consist of reviewing education, training and experience.

Employees are responsible for providing detailed information regarding their education, training and experience on the Vacancy Interview Form. Employee's personnel files will not be reviewed to determine qualifications.

**EQUAL OPPORTUNITY EMPLOYER**

**\*\*Human Resources Dept. is located in the GOAA Annex Bldg. at 5855 Cargo Road, Orlando, FL 32827. Please visit our website for further details.\*\***

GOAA EMPLOYMENT OPPORTUNITIES

[www.orlandoairports.net](http://www.orlandoairports.net)

Email/resumes: [resumes@goaa.org](mailto:resumes@goaa.org)

Job Line: (407) 825-2253

Fax: (407) 825-2099

TDD: (407) 825-4800