



CAREER OPPORTUNITY

with the

United States District Court Northern District of Georgia



Courtroom Technology Specialist

CL 27

Vacancy Announcement # 25-28

Salary Range: **\$62,533 - \$101,675**

Placement in the range depends upon education and experience.

Opening Date: **October 29, 2025**

Closing Date: **Open until filled.**

Priority will be given to applications received by November 14, 2025.

This position is in the federal judiciary, not the executive branch, and therefore is not subject to the executive orders and DOGE mandates that apply only to the executive branch.

BENEFITS

- Accrual of paid vacation and sick leave days, based on length of service.
- Eleven paid holidays during the year.
- Pre-tax benefit programs (health, dental, and vision insurance; flexible spending accounts; parking reimbursement).
- Available group life insurance.
- Telework (for qualified employees).
- Public transportation subsidy.
- Participation in the Federal Employees Retirement System (FERS).
- Thrift Savings Plan (with employer matching a percentage of employee's contribution).

OVERVIEW: The United States District Court clerk's office, Atlanta Division, has an opening for a courtroom technology specialist to support and lead the design, implementation, and maintenance of courtroom audio-visual (AV) and IT technologies to ensure reliable, secure, and modern operations. This role requires a blend of strategic vision, technical expertise, and leadership to manage complex projects and ensure smooth, secure, and high-performing technology services in courtroom settings.

This position operates at the intersection of technology, justice, and public service—supporting high-profile proceedings, ensuring operational continuity, and driving innovation within the U.S. District Court for the Northern District of Georgia.

REPRESENTATIVE DUTIES MAY INCLUDE:

- Lead the design, integration, and maintenance of courtroom AV and IT systems, including AV over IP, digital recording, sound reinforcement, display devices, and remote conferencing.
- Manage AV/IT projects from conception through completion, including needs assessment, technical design, budgeting, procurement coordination, and vendor oversight.
- Ensure reliable day-to-day operation of courtroom technologies; provide Tier 3 technical support and troubleshooting for complex AV/IT issues.
- Evaluate technology use and support cyclical refreshes and modernization initiatives aligned with judiciary standards and cybersecurity policies.

- Collaborate with court leadership and national judiciary working groups to shape technology policies and standards. Ensure all systems meet local, circuit-wide, and federal cybersecurity and privacy requirements.
- Maintain detailed inventories and documentation of systems, configurations, and procedures.
- Train judges, staff, and attorneys on the use of courtroom technologies; mentor IT staff and develop technical documentation.
- Serve as the primary technical liaison with vendors, overseeing installations, upgrades, and service contracts. Evaluate vendor proposals and guide procurement strategy.
- Collaborate with senior management, other courts, and national working groups on policy development, standardization, and long-term technology strategy.
- Support remote and hybrid proceedings and coordinate interoperability with external agencies (*e.g.*, the U.S. Attorney's Office and the Federal Public Defender).
- Travel to divisional offices as required.
- Perform other duties as assigned.

HOW TO APPLY

To apply for this position, qualified applicants should submit:

- 1) Federal Judicial Branch Application for Employment
[Link to Form AO 78](#)
- 2) Cover letter addressing qualifications and relevant experience.
- 3) Chronological resume including education, employment, and salary history.

Submit your completed package as a single PDF electronically to:
HR_GAND@gand.uscourts.gov

or via mail to:

United States District Court
Attn: Human Resources Manager,
Vacancy #25-28
75 Ted Turner Drive, SW
Room 2013
Atlanta, GA 30303-3338

All applicants will be screened, and only the best qualified candidates will be invited for the skills assessment test. Interview and relocation expenses are not reimbursable.

MANDATORY QUALIFICATIONS:

- Two years of specialized experience in AV/IT systems design, implementation, and support
OR
- Completion of the requirements for a bachelor's degree from an accredited college or university with at least one of the following superior academic achievements:
 - 2.90+ overall GPA
 - Class standing in the top third
 - 3.5+ GPA in relevant major (*e.g.*, information technology, AV systems, or public administration)
 - Election to a qualifying national honor society
 - Completion of one academic year of graduate study in a related field.

PREFERRED QUALIFICATIONS:

- Three or more years of progressively responsible AV/IT experience.
- Experience with AV control systems and tools such as Extron, Biamp, AMX, Cisco, and AV over IP solutions.
- Familiarity with system schematics, CAD drawings, and signal routing documentation.
- Experience in leading cross-functional project teams and collaborating on policy initiatives.
- Strong analytical and troubleshooting skills in complex AV/IT environments.
- Certifications in AV or IT systems (*e.g.*, CTS, Extron, or Cisco).

SPECIALIZED EXPERIENCE:

Applicants must be able to lift 40 pounds (computer and networking equipment).

NOTICE TO APPLICANTS:

Employees of the United States District Court are appointed in the excepted service, are considered “at-will” employees, and serve at the pleasure of the Court. All employees of the clerk’s office are required to adhere to a Code of Conduct, copies of which are available upon request. All employees serve a one-year probationary period. As a condition of placement in this position, the selected candidate must successfully complete a background investigation that includes professional references, criminal history, and credit history. The person selected also will be required to submit fingerprints for a ten-year FBI background check. All offers of employment are provisional until a full suitability determination has been made. The Federal Financial Reform Act requires direct deposit of federal wages for judiciary employees. Applicants must be a United States citizen or eligible to work in the United States.

The United States District Court is part of the judicial branch of the United States government. Although comparable to the executive branch (civil service) in salary, leave accrual, health benefits, life insurance benefits, and retirement benefits, generally judiciary employees are not subject to the many statutory and regulatory provisions that govern civil service positions.

The selectee for this position is subject to a criminal records check and satisfactory adjudication by the employing office to be eligible for employment. Due to the sensitivity level of this position, candidates may be asked about their criminal history prior to receiving a tentative offer of employment. Candidates completing the AO-78 must complete questions 18-20 regarding their criminal history. Criminal history is not in itself disqualifying. All available information, past and present, favorable and unfavorable, about the reliability and trustworthiness of an individual will be considered when making an employment suitability determination. Providing false and/or misleading information may be grounds for removal from the application and selection process, as well as disciplinary action if discovered after an individual’s date of hire.

ABOUT ATLANTA: Rich in arts and culture, “The City in the Forest” is a leader in film and TV production and home to several professional sports teams, including the Atlanta Braves, Atlanta Falcons, Atlanta Hawks, Atlanta United, and Atlanta Dream. We enjoy mild winters and a climate that allows for almost year-round enjoyment of numerous parks, hiking trails, and other outdoor recreational areas.



THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER.