



Arkansas Game and Fish Commission Employment Job Posting

AGFC IT Systems Specialist - AGFC IT Systems Specialist

POSITION NO: 22095807

POSTING INFORMATION:

Advertisement Opens: July 20, 2026

Advertisement Closes: July 27, 2026

Full Time: Yes

Salary: \$69,306.00 - \$95,269.00 Annually

POSTING REQUIREMENTS:

Minimum Education and/or Experience:

The formal education equivalent of a bachelor's degree in computer science or related field, plus five years of experience in systems analysis or related area, including one year in a leadership capacity.

OTHER JOB-RELATED EDUCATION AND/OR EXPERIENCE MAY BE SUBSTITUTED FOR ALL OR PART OF THESE BASIC REQUIREMENTS, EXCEPT FOR CERTIFICATION OR LICENSURE REQUIREMENTS, UPON APPROVAL OF THE HUMAN RESOURCES CHIEF.

Preferred Education and/or Experience:

- The formal education equivalent of a bachelor's degree in computer science or a related field
- Five years of experience in systems analysis or a related area
- At least one year of that experience must be in a leadership capacity
- Experience managing IT projects to budget and deadline, ideally in a government or public-sector setting
- Experience with vendor/contract management for technology procurement

Knowledge, Abilities, and Skills:

- Knowledge of data processing programming methods, concepts, and standards
- Knowledge of computer systems, hardware, and software
- Knowledge of project planning and development
- Ability to design, plan, and manage computer system and application software projects
- Ability to lead computer project teams and provide guidance and assistance
- Ability to estimate costs and resources for data processing applications
- Ability to communicate data with users

Preferred Knowledge, Abilities, and Skills:

- Working knowledge of project management methods and their practical application to IT initiatives
- Familiarity with cloud-based systems and modern infrastructure planning
- Knowledge of IT service management practices, including how work is tracked and changes are controlled
- Ability to communicate technical risk and tradeoffs clearly to non-technical stakeholders and leadership
- Understanding of cybersecurity principles and data protection practices as they apply to project planning

POSTING DETAILS:

Position Location:

City: Little Rock

Office: AGFC Headquarters Office

Division: Information Technology (IT)

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Information Technology (IT) Systems Specialist is responsible for the development of computer systems, application software, and related projects. This position is governed by state and federal laws and agency/institution policy.

Typical Functions:

- Assesses or leads project team in assessment of computer user requests and needs/ feasibility studies, and cost analysis for the development, maintenance, and implementation of computer systems and applications software
- Meets with users and/or administrators to develop goals and objectives and recommends project priorities
- Monitors target objectives, schedules, and committed costs to ensure project compliance
- Provides guidance and technical assistance to project staff, such as system analysts and application programmers
- Compiles periodic status reports of progress and problems with recommendation of solutions
- Installs, implements, and maintains purchased hardware and software
- Assists management in developing policies, procedures, budget information, and specifications for software, hardware, equipment, and supplies
- Coordinates data processing work with other departments as necessary
- Performs other duties as assigned

Specific Duties and Responsibilities:

- Leads project teams in assessing user requests, running feasibility studies, and cost/benefit analysis for new systems, applications, and integrations
- Partners with division leadership and end users to define project goals, success metrics, and priorities
- Tracks project timelines, budgets, and deliverables against scope; escalates and resolves blockers before they affect cost or schedule
- Provides technical guidance and mentorship to systems analysts and application programmers
- Delivers regular status reporting to leadership, with risk identification and recommended mitigations
- Manages vendor relationships and contracts for hardware, software, and equipment procurement, ensuring deliverables and performance standards are met
- Advises management on IT policy, procedure, and budget planning for software, hardware, and infrastructure
- Coordinates technology work across departments so systems function as one connected environment
- Applies current best practices in systems security and technology planning

Certificates, Licenses, or Registrations:

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Special Job Dimensions:

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Other Specific Information:

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As an equal opportunity employer, the Commission will make any reasonable accommodations necessary to ensure equal employment opportunities.