### 2017 MISSOURI PUBLIC SAFETY COMMUNICATIONS AWARDS

### INFORMATION TECHNOLOGIST OF THE YEAR

#### The deadline for all nominations is February 15, 2017

**Eligibility**

Nominees must have been employed in the applicable category by a public safety agency any time between February 1, 2016 and January 31, 2017. Nominees do not have to be members of APCO or NENA.

**Information Technologist Sample Job Titles** *(Not all-inclusive)*  
Systems Administrator, Information Technologist Specialist, Information Technologist, Network Administrator, Systems Engineer, Senior Computer Analyst, CAD/GIS Administrator, Network Services Supervisor, NCIC/CAD System Manager, Technician, 9-1-1 Systems, Information Technology Coordinator, Senior Project Manager, Records Technician (Master Addressing Guide - MSAG Coordinator), Mobile/CAD System Administrator, Information Technology Specialist 4, IT Tech and Address/Mapping Coordinator, Operations Support Technician, GIS Analyst, Radio Technologist etc.  
  
**Sample Responsibilities for Information Technologist of the Year Candidates:**

1. Provides technical support and performs professional work related to the operation and support of computer hardware, peripherals, and software applications.
2. Participates in the evaluation and implementation of new computing technologies.
3. Performs complex level application support work on the agency's computer applications systems.
4. Provides project and program leadership to professional and technical staff.
5. Provides project management for large scale support projects.
6. Performs routine to complex level application support work on the agency's computer applications systems.
7. Performs advanced level telecommunications work related to the purchase, installation, and maintenance of communications equipment.
8. Performs technical work gathering, analysing, and summarizing various types of data including GIS information

**Completing this form**

* Save a copy of the downloaded version of this document to your computer’s hard drive.
* Type the required information directly into the saved version of the document.
* Be sure to include information for *all* requested sections.
* Include specific facts or examples wherever possible to back up your comments.
* Ask someone to proof the form before you submit it: Are there grammatical errors? Is there information that is unclear? Do the descriptions provide enough detail to “paint a picture” of the performance and contribution of the nominee to public-safety communications?

**Submitting your nomination**

Email the completed nomination form as an attachment to [roger.martin@mshp.dps.mo.gov](mailto:roger.martin@mshp.dps.mo.gov). You will receive a return email confirming receipt of your nomination.

If unable to email the nomination, you may FAX it to (573) 526-6274 attention Roger Martin or mail to:

MSHP HQ - ICTD

1510 East Elm Street

Jefferson City, MO 65101

ATTN: Roger Martin, OPS Training.

**INFORMATION TECHNOLOGIST OF THE YEAR**

**WE WILL CONFIRM RECEIPT. IF YOU DO NOT RECEIVE CONFIRMATION WITHIN 5 DAYS - PLEASE CONTACT Roger Martin 573-644-3870.**

**Award Nominee Information**

|  |  |
| --- | --- |
| Name: | |
| Agency: | |
| Job Title: | |
| Agency Address:  City: MO Zip Code: | |
| Agency Phone Number (including area code): | Agency Fax Number (including area code): |
| Email address: | |

**Nominator Information**

|  |  |
| --- | --- |
| Name (one individual only, please): | |
| Agency: | |
| Job Title: | |
| Agency Address:  City: MO Zip code: | |
| Agency Phone Number (including area code): | Agency Fax Number (including area code): |
| Email address: | |

**The Criteria** - Answer each question individually. Do so by expanding the questions below:

1. **Describe the nominee’s public safety communications agency. Please include staffing levels, size, and discipline (law, fire, EMS, PSAP only, etc.).**
2. **Describe the nominee’s daily and additional pertinent duties and responsibilities.**
3. **Tell us how long the nominee has been at this job and any previous public safety communications positions the nominee has held.**
4. **Describe how the nominee functions as a team player.**
5. **Describe how the nominee demonstrates his/her knowledge of the profession and flexibility in task assignments. Provide an example of how the nominee may go above and beyond what may be required of an individual in this position.**
6. **In one page or less, describe why the candidate should receive the Missouri Public Safety Communications Information Technologist of the Year award.**