



GEORGIA BUREAU OF INVESTIGATION
JOB VACANCY NOTIFICATION #16-047

POSTED: April 5, 2016

DEADLINE: Open until filled

JOB TITLE: Database Administrator 2
JOB CODE: ITP031
PAY GRADE: M
POSITION NUMBER: 00123646
LOCATION: Division of Forensic Science (DOFS)
GBI Headquarters (HQ)
Decatur, Georgia
ANNUAL SALARY: \$65,000 - \$73,000/yr.

DUTIES AND RESPONSIBILITIES:

Under general supervision, designs and secures computer databases to store, track, and maintain a large volume of critical business information related to the Laboratory Information Management System (LIMS) used by the Division of Forensic Sciences

MINIMUM QUALIFICATIONS:

Bachelor's degree in computer science or a related field from an accredited college or university **AND** Two (2) years of experience in support of an operating system, database management system or a related field to include Two (2) years of experience managing databases using Microsoft SQL Server, writing and performing SQL queries, performing database backups and restores, and database maintenance tasks.

PREFERRED QUALIFICATIONS:

Preference will be given to applicants that, in addition to meeting the minimum qualifications, possess one or more of the following:

- Three (3) years of experience as a Database Administrator, using Microsoft SQL Server, or
- Three (3) years of experience with application development using SQL as a backend database, or
- Successful completion of Certification Exams for SQL Server 2008 or later, or
- Proficiency at writing and running reports using SQL Server Reporting Services or Crystal Reports.

Note: Applicants must provide verification of completion of certification exams.

VACANCY OPEN TO ALL QUALIFIED APPLICANTS

TO APPLY:

APPLICANTS MUST SUBMIT:

(2) STATE OF GEORGIA APPLICATIONS:

Georgia Bureau of Investigation
Attn: Office of Human Resources
P. O. Box 370808
Decatur, GA 30037-0808

Applications may be obtained by clicking the following link: [GBI State Application](#)

- ❖ The Job Vacancy Number, located at the top of this announcement, along with Job Title and Job Code must be listed on applications for this vacancy.
- ❖ **Applications should be filled out carefully and completely. Applications will not be considered that have "see attached" in lieu of completing the work history and job information on the application.**
- ❖ **Foreign Education:** Applicants who have completed part or all of their education outside the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is equivalent to education received in accredited educational institutions in the U.S. **This evaluation must be a course-by-course evaluation that includes each completed course/subject and the U.S. credit equivalent. Applicants must submit (2) copies of the credential evaluations to the address noted above by the deadline.** For a listing of services that can perform this evaluation, see the National Association of Credential Evaluation Services website at <http://www.naces.org/members.htm>.
- ❖ Due to the volume of applications we receive, we are unable to provide information on application status by phone or by e-mail. Applicants who are selected for an interview will be contacted to arrange an appointment. Applicants who are not selected for an interview will not receive notification.
- ❖ The GBI reserves the right to close this job announcement once a qualified applicant pool has been identified.
- ❖ Employment for the selected candidate(s) is contingent upon the successful completion of a GBI background investigation including criminal, credit and driver's history checks, polygraph examination, fingerprinting and drug screening.
- ❖ Click the following link for a list of [GBI Employment Disqualifiers](#).
- ❖ Due to budget constraints, the GBI is unable to sponsor or take over sponsorship of an employment visa.

All applications must be received in the GBI Office of Human Resources by close of business on the deadline date posted on this job vacancy announcement

THE GBI IS AN EQUAL OPPORTUNITY EMPLOYER