



**GEORGIA BUREAU OF INVESTIGATION
JOB VACANCY NOTIFICATION #15-025
Extended Deadline**

POSTED: December 18, 2014

DEADLINE: January 26, 2015

JOB TITLE: Database Administrator

JOB CODE: 80217

PAYGRADE: 17

POSITION NUMBER: 00123914

LOCATION: Georgia Crime Information Center (GCIC)/
Application Program/Development
GBI Headquarters – Decatur, Georgia

SALARY RANGES: \$46,311 – \$66,158 annually

DUTIES AND RESPONSIBILITIES:

Learns to design and/or secure computer databases to store, track, and maintain a large volume of critical business information. Provide helpdesk and IT support staff with assistance on simple routine database tasks. Tests all SQL code developed thoroughly to ensure efficient and accurate results. Provide operational and user assistance to address software and hardware problems. Assist in trouble-shooting network and server problems. This is the entry/training level of the Database Administration job series. Incumbents in this job may require additional training or experience to gain full proficiency in some or all of the job responsibilities.

MINIMUM QUALIFICATIONS

Three years of software applications experience designing, testing, and coding applications of related databases

OR

Bachelor's degree from an accredited college or university in computer science or a related field

PREFERRED QUALIFICATIONS

In addition to the minimum qualifications, preference will be given to applicants with work experience in one or more of the following:

- Two (2) or more years of database management system or a related field
- Server 2003, 2008 and 2012 utilizing RAID 1, 5 and 10
- Virtualization technology VMWare or Microsoft Hyper-V
- Firewalls, Load balancers and clustered systems

VACANCY OPEN TO ALL QUALIFIED APPLICANTS

This position has been changed. Applicants who submitted applications in response to the previous postings of PS: Database Administrator (AL) 14-043; 03/27/14 – 04/17/14 and PS: Database Administrator (AL) 14-043(b); 09/02/14 – 09/16/014 are no longer under consideration and MUST REAPPLY if you are still interested in the position.

TO APPLY:

- **SUBMIT (2) STATE OF GEORGIA APPLICATIONS TO:**

Georgia Bureau of Investigation
Attn: 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 15-025, 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. All qualified applicants will be considered, but may not necessarily receive an interview. 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](#).

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