



Job Class: Information Technology Specialist 4 – Job Posting 71287 Working Title: SQL Database Administrator

Who May Apply: This posting is open all qualified job seekers.

Date Posted: 11/13/2023

Closing Date: 12/04/2023

Hiring Agency/Seniority Unit: Minnesota State - System Office / Information Technology

Division/Unit: Information Technology

Appointment Type: Unlimited, Full-time

Work Shift/Work Hours: Day Shift

Days of Work: Monday - Friday

Travel Required: No

Salary Range: \$34.95 - \$57.65/hourly; \$72,976 - \$120,373/annually

Classified Status: Classified

Bargaining Unit/Union: 214 – Minnesota Association of Professional Employees

FLSA Status: Nonexempt

[Connect 700 Program Eligible:](#) Yes

Job Summary

Telework is available and negotiated at the time of hire.

This position is responsible for administration and support of the enterprise Microsoft SQL Server databases used by students, faculty and staff within the Minnesota State College and Universities (MnSCU) System. Areas of responsibility include logical and physical database design, development, maintenance, and interaction with operating system(s). The incumbent for this position coordinates and manages the support for SQL Server databases, related software products, assists in planning the evolution of software, and assures for its optimal use. The position is responsible for the operational security of data within the SQL Server databases. Project management responsibilities are included for planning, installation, security, performance, maintenance and documentation.

Specific Duties Include:

Plan, architect, install, and maintain all aspects of SQL Server database systems and associated utilities hosted by the Minnesota State System Office in order to provide reliable, highly available, mission critical database systems and services.

Define and document standards in the management and maintenance of the supported databases

Develop, maintain and test detailed backup and recovery plans and solutions

Assist in defining performance metrics to continually monitor software/database requirements vs. available hardware resources.

Assist with design, develop, test and implement system software modifications and perform database and SQL query performance tuning as required to ensure that application performance meets the needs of enterprise users throughout the Minnesota Colleges and Universities system.

Minimum Qualifications

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- Four years of database administration experience in a large scale server environment sufficient to support load balanced SQL Server databases
- Knowledge and experience working with relational databases sufficient to support Windows system administrators in a SQL Server database environment
- Four years of experience managing database system in a windows SQL server environment
- Ability to mitigate risk and understand the ramifications and impact that decisions have at a systems level; manage time and resources and effectively; and balance multiple, competing priorities
- Demonstrated ability to work cooperatively and collaboratively on large/complex system deployment projects in a team environment
- Effective written and verbal communication skills sufficient to explain and document complex processes and procedures
- Ability to interact with multiple and diverse groups of people and a commitment to fostering a diverse working and learning environment.

Minnesota State is unable to sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

Preferred Qualifications

- Five years of SQL Server database administration including experience working with technical end-users such as programmers, developers and system administrators and thorough knowledge of utilities, scripting languages and systems security used in SQL Server environments
- Proven track record of deploying highly available services for large organizations
- Previous experience with system administration and a thorough understanding of storage, network and virtual technology
- Knowledge of and experience with project management methodologies and best practices
- Microsoft Certified Solutions Associate (MCSA – SQL Server 2012 or later)
- Bachelor's degree in Computer Science or a related field or a related field or a combination of equivalent education and experience

Additional Requirements

The successful candidate must submit to a background investigation prior to employment.

The background check may consist of the following components:

- SEMA4 Records Check (applies to current and past employees only)
- Criminal History Check
- Employment Reference Check
- Social Security and Address Verification
- Education Verification

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <https://www.minnstate.edu/system/working/relations.html>

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit our web page: [Working at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical (\$38.50 per month single and \$262.66 per month family) and dental insurance with low deductibles (\$400 - \$800), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with rollover option) and dependent care accounts, employer paid life insurance, short and long term disability, as well

as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

Go to the State of Minnesota State system office career site at <https://mnsystem.peopleadmin.com/postings/search>

Contact

Shane Moore

Email: shane.moore@minnstate.edu

Phone: (651) 273-3967

Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status. Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email <mailto:careers@state.mn.us>. Please indicate what assistance is needed.

Minnesota State is an affirmative action, equal opportunity employer, and educator.