Mississippi Department of Information Technology Services

3771 Eastwood Drive
Jackson, MS 39211-6381
Phone: 601-432-8000
Fax: 601-713-6380
www.its.ms.gov

David C. Johnson, Executive Director

Job description

Database Administrator / Data Analyst

ITS' Data Services Division is seeking qualified person to fill the role of Database Administrator on the Mainframe/Database Team. This role lends itself to an experienced individual with a technical background, strong organizational skills, and attention to detail.

Job Duties

- Install, verify, and maintain software for the database management system, applications, and interfaces;
- Ensure the stability, integrity, and availability of the databases;
- Monitor backup jobs and verify recovery processes;
- Instruct the technical staffs of other state agencies in the use of tools, language(s), and techniques for accessing the databases;
- Assist with diagnostics, problem resolution, and application security issues;
- Support the ITS Disaster Recovery and Business Continuity Planning processes and participate during scheduled tests.

Required Experience

- Experience serving as a DBA supporting one or both of the following mainframe database management systems: ADABAS and IBM Db2;
- Ability to interact with a z/OS environment through TSO/ISPF, JCL, and SDSF;
- Knowledge of backup and recovery procedures; and,
- Excellent analytical and problem-solving skills.

Preferred Experience

- RACF administration;
- Mainframe storage subsystems (DFSMS / RMM / HSM); and,
- SQL Server Administration concepts.

Preferred Skills

- Strong organizational skills in order to meet deadlines and follow-up;
- Technical writing ability and attention to detail for creating, editing, and maintaining documentation;
- Customer service mindset with strong interpersonal skills in interacting with customers, vendors, and ITS staff;

- A proactive attitude and the ability to research and gather information independently to accomplish goals;
- Ability to manage multiple tasks and projects quickly and effectively in a dynamic work environment;
- An eagerness to learn and expand knowledge or technology;
- The ability to investigate and troubleshoot system messages and error codes.

ITS is an equal opportunity employer.

Benefits:

- Flexible Schedule
- Insurance: Health, Life, Dental, Vision, other supplementals.
- Paid Time Off/Holidays
- Retirement Plan
- Employee Assistance Program
- Hybrid Remote Work Policy for eligible employees
- Employee assistance program

Job Type: Full-time (8-hour shifts, Monday-Friday)

Salary: $60,000.00 - $75,000.00 per year

Interested applicants should email their resume to recruiting@its.ms.gov **and include the position title in the email subject line.**