



ADMINISTRATIVE OFFICE
of PENNSYLVANIA COURTS

Position:	Database Administrator – Operations	Starting Salary Range:	\$62,016 – 73,134
Position ID #:	09-37	Location:	Mechanicsburg
Organization:	AOPC	Category:	Professional
Department:	Enterprise Applications Design	Posting Date:	9/22/09

Remarks: Starting salary will vary depending upon the qualifications and employment history of the selected candidate.

Description:

This is an advanced technical position responsible for the proper and efficient business use of the organization's data stores, maximizing the productivity of the data's end users. Responsibilities include the planning, installation, monitoring, and maintenance of database server software implementations, as well as performance of the database portion of AOPC application software deployments. The selected candidate will perform duties with little supervision and will be expected to show initiative and use good judgment in solving problems.

Typical Duties:

- Monitors and troubleshoots various AOPC systems database components.
- Plans, installs, monitors, and maintains database server software in cooperation with application developers, hardware and operating system software operations staff, and network systems staff in accordance with database standards and best practices.
- Manages and performs detailed functional and performance testing of database server administration maintenance scripts; performs code reviews.
- Writes and maintains specifications and documentation related to the administration of database and replication servers.
- Performs scheduled and unscheduled deployments of AOPC application software.
- Maintains and increases understanding of the overall database design and application functionality.

Minimum Qualifications:

- Bachelor's degree in Computer Science from an accredited college or university ; AND
- One year of IT experience involving the analysis, design, and maintenance of databases.
- An equivalent combination of experience, education, and / or training may be considered.

Miscellaneous Requirements:

- Advanced working knowledge of a major relational database management system and SQL.
- Intermediate level Unix experience.
- Satisfactory criminal history check.

Preferences:

- Experience with Unix shell scripting and Sybase Replication Server.
- Advanced working knowledge of Sybase Adaptive Server Enterprise and T-SQL.

How to Apply:

Candidates interested in applying for this position are requested to submit a written resume (video and / or audio resumes will not be accepted), along with a cover letter noting position title, position ID #, and salary requirements to:

AOPC - Human Resources

PO Box 61260

Harrisburg, Pennsylvania 17106-1260

(OR)

Human.Resources@pacourts.us

Unified Judicial System Hiring Policy

The Unified Judicial System of Pennsylvania recruits, employs, and promotes the most qualified applicants without regard to their political affiliation, race, color, age, national origin, sex, sexual orientation, ancestry, religious creed, disability, or other non-merit facts or considerations. Reasonable accommodations will be provided to applicants with disabilities as may be necessary to ensure that all applicants are given a fair and equal opportunity to compete for all employment positions. Applicants who need accommodation for an interview should request so in advance. All hiring policies and procedures are intended to conform to all provisions of the Pennsylvania Human Relations Act, the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, and all other state and federal statutes governing fair and non-discriminatory hiring practices.