



**MONTGOMERY COUNTY**  
Department of Human Resources  
451 West Third Street, 9th Floor  
Dayton, OH 45422

<http://www.mcoho.org>

**INVITES APPLICATIONS FOR THE POSITION OF:  
Sr. Applications Analyst - SQL Administrator**

*An Equal Opportunity Employer*

**SALARY**

\$34.51 - \$42.29 Hourly    \$71,780.80 - \$87,963.20 Annually

**OPENING DATE:** 08/20/21

**CLOSING DATE:** Continuous

**POSITION OVERVIEW:**

The advanced full journey level in the information technology profession with the ability to perform duties of high complexity and difficulty. Conducts research or coordinates special projects to resolve problems of considerable scope and complexity relating to systems administration, and/or database systems. This position may or may not have supervisory responsibility of lower level staff. Performs the material and substantial duties of classification more than 50% of the time.

**SUMMARY OF JOB DUTIES**

Performs system upgrades in collaboration with internal staff and external service providers. Assists the development team with debugging and optimization of SQL queries and stored procedures. Oversees all SQL Server database configurations, installations, upgrades, capacity checks, backups, and administrative tasks. Automates DB management, Imports and exports data, performance tuning and optimizing databases, SQL report creation.

Works on tier I, II, III, and advanced level helpdesk tickets ensuring problem resolution and customer satisfaction. Maintains system performance by performing system monitoring and analysis, performance tuning; troubleshooting system hardware, software, networks and operating and system management systems; designing and running system load/stress testing; Escalates application problems to vendors to ensure reliability availability of systems.

Conducts preliminary investigations and research for project requests. Develops project scopes, creates business requirements, and makes recommendations for the continuous improvement of business processes and procedures. Conducts interviews with stakeholders and performs needs analysis. Analyzes current available third-party systems to determine compatibility with and adaptability to the users' needs and the County's technical capabilities. Creates and maintains SQL and PowerShell scripts. Updates scripts as needed for new processes. Query Databases when needed. Provide backup to other BCC IT lead analysts according to organizational needs. Leads project team in design, implementation, and support of enhancements to county systems. Oversee the scope of work, translate technical issues and oversee tests and validation on projects, advises the PMO, senior technical staff, stakeholders, and IT managers as needed of

updates, plans, and implementation status to ensure the success of projects. Reports progress and escalate issues to management as appropriate.

(Performs Related Duties As Required)

### **MINIMUM QUALIFICATIONS AND REQUIREMENTS**

A related Bachelors' degree with 4 years of progressive IT experience or a related Technical/Associate's Degree with 8years of progressive IT experience.  
Or education, training and/or experience in an amount equal to the minimum qualifications stated above.  
Must have valid Ohio Driver's License with acceptable driving record and show proof of insurance.

### **SUPPLEMENTAL INFORMATION**

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:  
<http://www.mcoho.org>  
OR  
451 West Third Street, 9th Floor  
Dayton, OH 45422

Job #04335  
SR. APPLICATIONS ANALYST - SQL ADMINISTRATOR  
MP

### **Sr. Applications Analyst - SQL Administrator Supplemental Questionnaire**

- \* 1. Do you have a valid Driver's License with an acceptable driving record and can show proof of insurance?  
 Yes     No
  
  - \* 2. What is the highest level of education you have completed?  
 High School Diploma/ GED  
 Vocational  
 Associates  
 Bachelors  
 Masters or higher
  
  - \* 3. How many years of experience do you have in SQL Server Administration?  
 1-3 years  
 3-5 years  
 over 5 years  
 None
  
  - \* 4. How many years of experience do you have in performing application configuration, quality assurance, and testing?  
 0-1 years  
 1-5 years  
 over 5 years  
 None
  
  - \* 5. How many years of experience do you have serving as a Senior IT Analyst or above?  
 0-1 years  
 1-5 years  
 over 5 years  
 None
- \* Required Question