



**OFFICE OF THE DISTRICT ATTORNEY**  
**Bronx County**

*Darcel D. Clark – District Attorney*

**JOB VACANCY NOTICE**

**CIVIL SERVICE TITLE:** Computer Associate Software

**LEVEL:** N/A

**FUNCTIONAL TITLE:** Assistant Database Administrator

**TITLE CODE NO:** 13631

**HIRING RATE:** \$70,000 - \$85,000

**BUREAU/WORK UNIT:** Information Technology

**SHIFT:** Monday - Friday 9 - 5

**WORK LOCATION:** 198 E 161<sup>st</sup> Street

**NUMBER OF POSITIONS:** 1

**TEMPORARY OPPORTUNITY ONLY**

**JOB DESCRIPTION:**

Under supervision, with some latitude for independent judgment and initiative, the Assistant Database Administrator position will be responsible for supporting the Office's Oracle Database environment. Specific duties will include:

- Ensure database availability and stability; performance tuning and optimization; participate in application development deployments; and assists in development lifecycle.
- Manages and maintains data in all production and non-production Oracle databases and the associated DR and replication servers.
- Manages the maintenance of DB environments; including backups, healthchecks, applying fixpacks, monitoring, capacity management, and upgrades. Participates in disaster recovery exercises.
- Responsible for performance tuning by analyzing database and OS performance and implementing tuning / optimization recommendations.
- Manages the design and distribution, performance, replication, security, availability including High availability solutions and access requirements for large complex databases. Designs and develops physical layers of various databases making use of advanced features such as partitioning. Handles testing, reporting, back-up and restores
- Perform all other duties as assigned

**QUALIFICATION REQUIREMENTS/PREFERRED SKILLS:**

- Bachelor's degree in Computer Science, Information Systems or related field and 1 year of full time experience in database and database internals For example, experience in Oracle version 11, Data Guard, high availability solutions, working knowledge of technologies impacting database solutions including storage and replication
- DBMS Certification preferred
- Excellent oral and written communication skills with the ability to communicate technical concepts
- Application development skills are a plus
- Organized

To apply, please submit your resume/cover letter to the following address: **Email:** [BxDAhr@bronxda.nyc.gov](mailto:BxDAhr@bronxda.nyc.gov)

*Or, mail to:*

**Abigayle Erickson**  
**Recruitment Specialist**  
**Human Resources Unit**  
**Office of the Bronx District Attorney**  
**198 E 161<sup>st</sup> Street, 4<sup>th</sup> Floor, Bronx, NY 10451**  
**ATTN: JVN # 902-15-1174**

*Your resume may be considered for additional assignments for which you are qualified. Only applicants scheduled for interviews will be contacted. Submission of application is not a guarantee that you will receive an interview.*

**POST DATE:** 02/11/2015

**POST UNTIL:** Filled

**JVN:** 902-15-1174

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