

Vacancy Notice

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Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Data Base Administrator*

Division: Regional Information Center

Location: CNYRIC, 6075 East Molloy Road, Syracuse, NY

Duties: Manage database systems. Develop custom reports and data extracts as needed. Establish and update databases use for testing of programs and production of data output. Create scripts for task automation, analyze performance of databases and reorganize or consolidate when necessary. Consult with staff on procedures related to the use of existing or new data files. Install and test upgrades and software patches. Knowledge and operational use of SQL, Crystal Reports and related applications desirable but not required.

Qualifications: *Promotional:* Three (3) years of permanent competitive class status in the title of Programmer Analyst or Systems Programmer.

Open-Competitive: A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Baccalaureate Degree in computer science and two (2) years of work experience, or its part time equivalent, in systems analysis or programming; or, B. Six (6) years of work experience, or its part time equivalent, in systems analysis or programming; or, C. An equivalent combination of training and experience as defined by the limits of (A) and (B).

This is a competitive class civil service position. Candidates must be reachable on the existing eligibility list. If there is no mandated eligible list, candidates will be considered for provisional appointment. Continued employment will be contingent on successfully passing the required examination and being reachable on the Data Base Administrator eligibility list.

Salary: Grade 18; \$71,194 - \$74,303

Starting Date: On or about January 24, 2022

Closing Date: Two (2) weeks from date notice posted.

To apply, forward cover letter and resume to:

Recruitment Office
 Onondaga-Cortland-Madison BOCES
 PO Box 4754
 Syracuse, NY 13221
 Fax: (315) 433-2650
recruitment@ocmboces.org
www.ocmboces.org