VETERANS EMPLOYMENT OPPORTUNITY ACT

Hiring for this position is governed by the Veterans Employment Opportunity Act of 1998 ("VEOA"), as made applicable by the Congressional Accountability Act of 1995 ("CAA"). Pursuant to the VEOA, qualified applicants who are not current employees of the Office of the Senate Sergeant at Arms and who are disabled or who have served on active duty in the Armed Forces during certain specified time periods or in certain military designated campaigns ("veterans") may be eligible to receive a preference over non-veterans in hiring decisions. Family members of veterans may also be eligible to receive a veterans' preference if the veteran cannot claim his or her veterans' preference.

To be eligible for a veterans' preference, applicants must meet all of the requirements set forth in the VEOA and applicable regulations. Those eligibility requirements are summarized in the Application for Veterans' Preference, which is available at www.senate.gov/saaemployment.

If claiming a veterans' preference, an applicant must indicate that he/she is preference eligible on the application or resume and must submit a completed copy of the Application for Veterans' Preference along with the supporting documentation specified on that form. If the Office of the Senate Sergeant at Arms does not receive the Application for Veterans' Preference and supporting documentation by the closing date, the applicant's claim for a veterans' preference may be denied.

Applicants may obtain a copy of the Office's Veterans' Preference In Appointments policy by submitting a written request to resumes@saa.senate.gov.

Individuals who are entitled to a veterans' preference are invited to self-identify voluntarily. This information is intended solely for use in connection with the obligations and efforts of the Office of the Senate Sergeant at Arms to provide veterans' preference to preference-eligible applicants in accordance with the VEOA. An applicant's status as a disabled veteran and any information regarding an applicant's disability, including the applicant's medical condition and history, will be kept confidential and will be collected, maintained and used in accordance with the Americans with Disabilities Act of 1990, as made applicable by section 102(a)(3) of the CAA, 2 U.S.C. §1302(a)(3). An applicant who declines to self-identify as a disabled veteran and/or to provide information and documentation regarding his/her disabled veteran's status will not be subjected to an adverse employment action, but the individual may be ruled ineligible for a veterans' preference.

SENIOR INFORMATION TECHNOLOGY SPECIALIST

NATURE OF WORK

This is senior-level professional work implementing, maintaining and supporting information technology systems, programs and networks. Work may require the incumbent to function in a lead capacity, applying significant knowledge of a large variety of, and in-depth understanding of, hardware, software and networking technology. Work in this classification is distinguished from the Information Technology Specialist by its level of system expertise, lead assignments, and development and implementation of Senate-wide systems. Work is performed with considerable technical independence under the general supervision of an Information Technology Manager or other immediate supervisor who reviews work for results achieved.

EXAMPLES OF WORK

(This list is not absolute or restrictive, but indicates approximate duties and responsibilities which may be redefined pursuant to operational needs.)

- Installs, customizes, enhances, troubleshoots and maintains hardware, software and networking systems; monitors, evaluates and resolves systems, applications or communications performance problems; initiates corrective action when defects are reported.

- Provides high-level technical support for Senate hardware, software and network systems to the users, support vendors and other technical staff; facilitates problem identification and resolution.

- Analyzes new hardware, software or networking systems and releases for their impact on the Senate environment; tests new releases on Senate supported platforms; develops product configuration standards for use in the Senate environment.

- Develops project plans and requirement analyses, resource analyses and allocations; develops plans for installing new hardware, software, networking systems; coordinates hardware, software, training and related implementation issues.

- Monitors LAN/WAN operations and solves complex LAN/WAN applications problems; installs, integrates, customizes, enhances, troubleshoots and tests LAN hardware and software; supports Senate office and contract support vendor with troubleshooting and managing network environments; designs and tests network configurations; develops software applications and network procedures and documentation; consults with Senate offices when they have unique network configuration requirements or network problems.

- Maintains and troubleshoots mainframe, client/server and local and wide area networks (LANs and WANs) for the Senate.

- Prepares technical documentation of configurations, processes, procedures and products/systems.

The statements contained herein reflect general details necessary to describe the principal functions of this class, knowledge and skill typically required and the physical demands and working conditions, but should not be considered an all-inclusive listing of work requirements.

- Coordinates acceptance and integration testing; approves new software releases; develops installation plans; assists and troubleshoots related system issues such as mail systems, Internet/intranet, and network problems affecting Senate users; assists in vendor oversight; evaluates and oversees contract budgets and schedules; negotiates Senate costs and configurations.

- Analyzes, designs, develops, implements, and maintains specialized applications to meet the needs of Senate users; coordinates and conducts product evaluations, product implementation and standardization.

- Installs, customizes, tests, configures and maintains operating and network systems and software platforms; monitors, evaluates and resolves hardware/software configuration system performance problems; installs, customizes and monitors servers and network administration software; investigates and resolves problems of mainframe, server or LAN system outages and inefficiencies; performs back-up and recovery on all software; creates, develops, modifies, instructs and provides technical assistance on disaster recovery process; installs, customizes and maintains third party software on MVS and open operating systems such as UNIX, Windows 9x and NT.

- Plans, installs, upgrades, tunes and maintains databases; assures integrity of databases through restricting access and implementing security procedures; develops, tests and implements database store procedures, functions, triggers, views and packages; develops and enforces standards with respect to data and database programs; develops database code and structure to support developers' access and advises developers on efficient access.

- Provides technical support and training to users of installed software; assesses hardware platforms and server hardware configurations to solve operational problems.

- Researches, evaluates, installs, customizes, maintains, troubleshoots and monitors software and hardware products for Internet and intranet applications; assists users with technical issues/problems relating to the Senate Internet and intranet services and Website development; supports internal and external web-sites; develops internet procedures; prepares, maintains, updates and provides content related oversight of the Senate Website and Senate intranet server Webster; develops procedures to support processing of Internet E-mail.

- Attends training workshops, product demonstrations, conferences, technical briefings and conventions; stays abreast of technology changes.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work requires extended periods of confined sitting and hand-eye coordination working with computers. Work exposes the incumbent to a number of time-sensitive technical issues that require immediate resolution.

MINIMUM QUALIFICATIONS

Work requires a Bachelor's Degree in computer science or a related technical area and five to eight years of system, network, application design, development and maintenance and support experience; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

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- Knowledge of information technology software, hardware and network communication technology and protocols.
- Knowledge of programming principles.
- Knowledge of the latest generation of computer languages in a distributed or client server environment.
- Knowledge of network operating systems software internals and UNIX, Windows-based operating systems and networking.
- Knowledge of MVS, CICS (required for some positions).
- Knowledge of systems analysis, and technological requirements of applications integration.
- Knowledge of relational database structure, design and administration (required for some positions).
- Knowledge of Web page creation and design, HTML and CGI and data communications software (required for some positions).
- Ability to lead assignments.
- Ability to analyze, evaluate, troubleshoot and resolve complex system hardware, software or networking related problems.
- Ability to plan and conduct hardware, software and network testing and evaluation programs.
- Ability to plan and coordinate the deployment of new technology and resolve technical problems.
- Skill at technical writing required for some positions.

LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

A security clearance may be required.

The statements contained herein reflect general details necessary to describe the principal functions of this class, knowledge and skill typically required and the physical demands and working conditions, but should not be considered an all-inclusive listing of work requirements.

The U. S. Senate is seeking a Senior IT Specialist (Database Administrator/ System Administrator) to support its information technology programs. The successful applicant will work as a member of a team supporting SQL Server 2005/2008/2012 in a Windows 2008/2012 enterprise environment. Your responsibilities will include:

- Provide troubleshooting of database instances and OS level support in a consolidated SQL Server environment leveraging a wide-array of configurations, including local and multi-site failover clustering and Hyper-V virtualization.
- Demonstrate ability to analyze resource bottlenecks and provide suggestions to team, management, and internal customers on how to alleviate pressure and plan for capacity.
- Provide recommendations and strategies to application owners on how to improve performance and scalability of their database components.
- Install, upgrade and administer SQL Server database engine, Integration Services (SSIS) and Reporting Services (SSRS).
- Provide architectural guidance on strategies to improve operations and monitoring of current and future implementations.
- Implement and maintain security, backup and disaster recovery strategies for OS and databases.

Requirements: Minimum of BS plus **7** years of database administration experience or equivalent combination of education and experience.

Minimum of **4** years of experience in:

- SQL Server 2005/2008 R2/SQL 2012 administration.
- Windows 2003/2008 R2/2012 administration.
- Implementing and managing Windows clustering.
- Implementing and managing SQL Server high-availability technologies (replication, mirroring, failover clusters, etc.)

Desired (Additional) Skills:

- Experience working with Hyper-V / SCVMM
- SQL Server Integration Services package development
- SQL Server Reporting Services report development
- Experience with multi-site clusters on EMC Cluster Enabler
- Experience working with HP hardware and HP Insight Manager
- Experience implementing and managing MySQL databases