

## APPLICATION PROCESS

If interested in this outstanding opportunity, please submit an Agency application and resume to:

**Mojave Water Agency**  
Attn: Monica Warren  
13846 Conference Center Drive  
Apple Valley, CA 92307  
760-946-7000  
Email: [mwarren@mojavewater.org](mailto:mwarren@mojavewater.org)

Completed Agency application and resume are required. Applications will be accepted until **Wednesday, July 17, 2024 at 5:00 p.m.** Additional information can be obtained from the Agency's website at:

[www.mojavewater.org/about-mwa/human-resources](http://www.mojavewater.org/about-mwa/human-resources)

All applications will be reviewed in detail. Only those applicants possessing the most relevant qualifications will be invited to continue in the selection process.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract. Any provision in the notice may be modified or revoked without notice. Agency appointments are contingent upon successful completion of a comprehensive *background investigation, pre-employment physical, and drug screening, as well as verification of United States citizenship* or legal authorization to be employed in the United States.

## EQUAL EMPLOYMENT OPPORTUNITY

The Mojave Water Agency is an equal opportunity employer. We observe a no-smoking policy within Agency offices and vehicles, and also maintain a policy as a drug-free workplace. The Agency makes reasonable accommodations for the disabled. If candidates require special arrangements to participate in the interview process, they should state their needs in writing when submitting an application.

## ABOUT THE AGENCY

The Mojave Water Agency (MWA), one of 29 State Water Contractors, is a governmental body with primary responsibility for the management of water resources over a 4,900 square-mile area of the Mojave Desert. It is the Agency's mission to implement future water management policies and programs that will ensure a stable, long-term supply of water for the Mojave Water Agency's service area.

# MOJAVE WATER AGENCY



*Manage the region's water resources for the common benefit to assure stability in the sustained use by the citizens we*

**Invites Your Interest for the Position of**

***Database Administrator I, II or Senior  
(one open position)***

## THE POSITION

The ideal Database Administrator candidate performs a variety of professional duties related to the management of data resources in support of Agency operations; assists or performs scientific and administrative analysis of resource issues and administration of department data systems, which include database administration, data warehousing, security, and operations; assists or manages in analyzing complex systems and datasheets related to creation, operation and archival of Agency database systems and associated information products and assists or manages with technology integration/utilization and data administration issues; and performs related work as assigned.

For the entire list of the essential job functions, knowledge & abilities, and licenses/certifications for each position, please see the job descriptions on the Agency website at: [www.mojavewater.org/about-mwa/human-resources](http://www.mojavewater.org/about-mwa/human-resources).

## QUALIFICATIONS

Qualified candidates will possess:

- Database Administrator I: Equivalent to a bachelor's degree from an accredited college or university with major coursework in computer science, information technology, or a related field; and one (1) year of experience providing analytical support to database systems, including database analysis and querying, or closely related experience.
- Database Administrator II: Equivalent to a bachelor's degree from an accredited college or university with major coursework in computer science, information technology, or a related field; and three (3) years of progressively responsible experience providing analytical support to database systems, including database analysis and querying, or closely related experience.
- Senior Database Administrator: Equivalent to a bachelor's degree from an accredited four-year college or university with major coursework in computer science, engineering, cognitive studies, environmental studies, or a related field; and five (5) years of progressively responsible experience in database administration, analysis, data warehousing, data security and enterprise-wide operations, or structure development and maintenance; and one (1) year of project management experience that oversees/directs the work of lower level staff.

## LICENSES & CERTIFICATIONS

- For DBA I & II:
  - Valid California Class C driver's license and current automobile insurance.
- For Senior DBA:
  - Valid California Class C driver's license and current automotive insurance.
  - Microsoft Access Programming with VBA.
  - Microsoft SQL Server DBA Certification.

## COMPENSATION

- Database Administrator I: \$80,049—\$112,068 annual salary range; non-exempt
- Database Administrator II: \$88,359—\$123,702 annual salary range; exempt
- Senior Database Administrator: \$102,469—\$143,457 annual salary; exempt

## THE POSITION & DEPARTMENT

This position will serve in the IT Department and is part of a dedicated, service-oriented team where collaboration and leadership are promoted at all levels.

## BENEFITS

- PERS Retirement: 2% of highest annual salary at age 62, 5-year vesting. {Prior Public Service before 2013 is 2% @ 55 - without a 6 month gap in service}
- Flexible Benefits Package \$28,838 annually to go towards:
  - ~Medical Insurance: Choice of PPO or HMO Plans
  - ~Deferred Compensation Program (pre-tax and post-tax) available (457 Plan)
  - ~Employee cost share of CalPERS
  - ~Retirement Health Savings (RHS) Plan available
- Additional amounts above what is provided in the Flexible Benefits Package may be contributed by employee to Deferred Compensation Program (pre-tax and post-tax) available (457 Plan)
- 5% of base pay rate placed into 401 (a) account by Agency
- Vacation: 10 days per year, maxing out to 20 days per year, based on years of service
- Vacation pay out option available
- 40 hours of flex time leave per fiscal year
- Paid Holidays: 13 days per year ; Sick leave: 12 days per year
- Life, Dental and Vision Insurance: 100% paid by Agency for employee and dependent (s)
- Tuition Reimbursement up to IRS non-taxable amount per IRC Section 127, after 12 months of employment
- Employee Assistance Program
- Long-Term Disability: 100% premium paid by Agency with coverage of up to 66 2/3% of salary allowable income in coordination with State Plans
- Interest Free Computer Loan Program up to \$3,000 after 12 months of employment
- Professional development, seminars and conferences
- 9/80 Work Schedule
- Remote Work Policy (\*applies to some positions)

The Agency **does not** participate in the Social Security program, except for the mandatory 1.45% Medicare Contribution