

***Seeks candidates for***

***Information Technology Analyst***

***About Us…***

The Sacramento Suburban Water District (SSWD), located in Sacramento, California, is a publicly owned and operated water utility formed in 2002 resulting from the merger of two agencies. SSWD provides water to its customers from 72 operational groundwater wells. In addition, SSWD has contractual rights to 26,064 acre-feet from the City of Sacramento water entitlement; and a contract to purchase up to 29,000 acre-feet of surface water per year from Placer County Water Agency. SSWD is governed by a five-member Board of Directors.

***The Position…***

The Information Technology Analyst performs a variety of professional and technical level duties in support of the District’s information technology systems including data analysis and cleanup, Structured Query Language (SQL) Server Reporting and Integration Services, System Reports, and major system upgrades. Duties include:

* Performing professional duties in support of data analysis, data cleanup, SQL Queries, and programming.
* Participating in the implementation and maintenance of computer applications and related systems on a District-wide basis as well as hardware and software infrastructure for the District’s internet, intranet, and web-based applications.
* Ensuring internal control, network security methodologies and other security systems for data, systems, hardware protection, and recovery procedures.
* Maintaining databases using computer based languages, as appropriate.
* Performing database and software updates; evaluating, testing, and documenting new or modified functionality when patches or upgrades are applied.
* Performing data analytics to extract data and create standard and ad hoc reports.
* Creating and maintaining user permissions, system privileges, passwords, and other security methods.
* Assisting in the maintenance of servers and related infrastructure; providing support for applications and desktops, backup, and recovery; maintaining telephone and voicemail servers.

***The Ideal Candidate…***

The Information Technology Analyst will possess knowledge of principles and techniques of SQL, report writing, electronic data processing and application documentation, systems administration and maintenance, SQL Server Reporting Services and SQL Server Integration Services, and computer operations systems and basic networking. Additionally, the ideal candidate will possess the ability to troubleshoot database, hardware and software problems, perform installation of new hardware, operating systems and applications, and proficiently use enterprise-wide e-mail systems and Local Area Networks.

***Qualified candidates will have…***

Experience: Three (3) or more years of increasingly responsible Information Technology experience, preferably in the water/wastewater industry and a knowledge of networking issues, computer hardware, and software installation and maintenance.

Education: Bachelor’s Degree from an accredited college or university in Computer Science or a closely related field. OR, two (2) years of qualifying experience (in addition to the experience already required) AND an Associate of Arts degree in computer science or a closely related field may substitute for the Bachelor’s Degree.

Ability: Communicate effectively with end-users, management, vendors, and consultants. Prioritize projects and deadlines and work as part of a team.

License: Valid Driver’s License issued by the California Department of Motor Vehicles and proof of good driving record as evidenced by the absence of multiple or serious traffic violations or accidents for at least two (2) years duration. The driving record will not contribute to an increase in SSWD’s automobile rates. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

***Compensation and Benefits…***

The annual salary range is $65,184 - $93,120 DOE plus a competitive benefits package including CalPERS retirement (2% @ 55 for Classic tier and 2% @ 62 under 2013 PEPRA) and employer-paid medical, dental, vision and life insurance; voluntary deferred compensation and flexible benefit plans; educational reimbursement program; and paid vacation, and holidays.

***Application and Selection Process…***

To be considered for the position, candidates should submit an SSWD application, detailed resume, cover letter, and three professional references by

March 18, 2019 to:

For the complete job description and District application, visit: <http://www.sswd.org/departments/human-resources/employment-opportunities>