

**MISSISSIPPI MILITARY DEPARTMENT
STATE EMPLOYEE POSITION ANNOUNCEMENT
ANNOUNCEMENT #26-026**

OPENING DATE: 04 SEPT 25

CLOSING DATE: 18 SEPT 25

AGENCY: 5704

PIN: 435

POSITION: DATABASE ANALYST II (Camp Shelby)

STARTING SALARY: \$51,358.88

LOCATION OF POSITION: Directorate of Information Management- Camp Shelby, 1001 Lee Ave., Camp Shelby, MS 39407-5500

TELEPHONE INQUIRIES: Mitzy Hopson (601) 313-6243

APPLICATION MUST BE SUBMITTED BY: EMAIL ADDRESS (Preferred Method) to: mhopson@mil.ms.gov; **Or Hand Delivered to: STREET ADDRESS:** 1410 Riverside Drive, Jackson, MS 39202-1237; **Or Mailed to:** MS Military Department, ATTN: NGMS-SRP, Post Office Box 5027, Jackson, MS 39296-5027.

APPLICATION MUST BE RECEIVED BEFORE 4:00 P.M. ON CLOSING DATE.

SPECIAL CONDITION: MS State Law requires that male applicants between the ages of eighteen (18) and twenty-six (26) submit satisfactory documentation of their compliance with the draft registration requirements of the Military Selective Service Act with application. In addition, males between the ages of eighteen (18) and twenty-six (26) who are currently employed shall not be promoted to higher positions until they submit documentation of compliance with the requirements of the Federal Selective Service Act.

MINIMUM QUALIFICATIONS:

The Database Analyst II serves as a technical professional with primary responsibility for network administration within the Directorate of Information Management (DOIM). This position emphasizes configuration, management, and troubleshooting of switching and routing equipment across DoDIN environments, while also maintaining accurate database records for device configuration and compliance tracking. The role requires advanced technical knowledge of network infrastructure, along with the ability to automate administrative tasks, monitor system performance, and enforce network security standards in line with Department of Defense (DoD) policies.

The position further involves managing service tickets, assisting in incident resolution, and ensuring reliable, secure, and efficient network services for all subordinate units and directorates in the State. By leveraging automation, enterprise management systems, and secure configuration practices, the Database Analyst II enhances network reliability, improves efficiency, and reduces downtime, thereby ensuring mission readiness and compliance with DoD cyber security requirements.

DUTIES AND RESPONSIBILITIES:

1. DoD 8570 IT Certification required within 1 year of employment (minimum suggested Comp TIA Security +).
2. Security + or higher certification may substitute for 4 years of experience or education.
3. Strong knowledge of network administration concepts, including TCP/IP, VLANs, routing protocols, and network security.
4. Experience with Cisco or other DoDIN-authorized switching and routing equipment preferred.
5. Experience in scripting (PowerShell, Python, Etc.) for automation of administrative and monitoring tasks.
6. Familiarity with Army ticketing systems such as AESMP.
7. Ability to manage technical service tickets, document resolutions, and maintain compliance with DoD standards.

AREA OF CONSIDERATION: OPEN COMPETITIVE AGO Form 14-R (Revised 1 Oct 14)

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SPECIAL REMARKS/PLACEMENT STATEMENTS/SUMMARY OF POLICIES

Mississippi Military Department policy is to ensure fair treatment of applicants and employees in all aspects of personnel administration without regard to race, religious creed, political affiliation, national origin, sex, age, or disability. However, the Mississippi Military Department reserves the right to enforce military physical, age and gender requirements to positions which are military in nature or for which military membership is required.

Promotional and future salary increases will be IAW Military Dept policy and as authorized by the State Legislature. All salary increases are subject to annualized funding availability.

RESUMES WILL NOT BE ACCEPTED. Applicants must complete the **STATE OF MISSISSIPPI EXPERIENCE AND TRAINING RECORD (Revised 05/22)**. Previous editions of these documents are not acceptable. These documents may be obtained from most non-armory facilities of the MS National Guard, www.ng.ms.gov; or by written/telephonic request to the Mississippi Military Department, ATTN: NGMS-SRP, P.O. Box 5027, Jackson, MS 39296-5027 (Commercial #601-313-6368). Additional information may be attached to support qualifications. However, such does not negate completion of all applicable spaces of the State of Mississippi Experience and Training Record and both addendums. **ALL DOCUMENTS MUST BE SUBMITTED TO THE OFFICE INDICATED ON THE FRONT OF THIS ANNOUNCEMENT. DO NOT SUBMIT DOCUMENTS TO THE STATE PERSONNEL BOARD! DOCUMENTS MUST BE RECEIVED NLT 4:00 P.M. ON THE CLOSING DATE. NO PHOTOCOPY OF THE MISSISSIPPI EXPERIENCE AND TRAINING RECORD WILL BE ACCEPTED. NO OTHER TYPE OF APPLICATIONS ARE ACCEPTABLE.**

PROOF OF QUALIFYING EDUCATIONAL ACCOMPLISHMENTS BEYOND HIGH SCHOOL IS REQUIRED. Copies of college transcripts, diplomas, certificates, licenses, etc., must be legible.

APPLICANTS FAILING TO COMPLY WITH ALL APPLICATION SUBMISSION REQUIREMENTS OR WHO DO NOT MEET MINIMUM QUALIFICATIONS WILL NOT BE CONSIDERED. Applicants scheduled for interview who fail to appear for interview will not receive further consideration.

SUPPORT OF THIS POSITION IS CONTINGENT UPON CONTINUED POSITION AUTHORIZATION AND AVAILABILITY OF STATE/FEDERAL FUNDING, AS APPLICABLE.

Military membership is desired.

INDIVIDUAL APPLICATIONS MUST BE SUBMITTED FOR RESPONSE TO EACH ANNOUNCEMENT.

***MUST BE ABLE TO OBTAIN A FAVORABLE BACKGROUND INVESTIGATION.**