Database Administrator/SQL Developer

The State Bar of Wisconsin is searching for a Database Administrator to join our Information Services team. In this position, you will be responsible for the management, maintenance, and customization of all database and information stores available through our applications. Working closely with our IS staff, you will have the opportunity to participate in project planning for new business systems to provide tools to staff and members, increasing the value of our member services.

Major Responsibilities

- Design, develop, test and maintain all database and information stores
- Develop and maintain database standards and documentation
- Formulate, test and perform database backup and recovery plans in the event of an outage; maintain standards for maintenance and security to ensure uptimes and data integrity for the organization’s enterprise application systems
- Lead in the creation of advanced customized data views, exports, jobs and reports to meet the needs of internal customers
- Research, recommend, and deploy new database technologies, third party solutions, and other web services that can be applied to our data systems and websites to improve delivery of information to members, consumers, and employees
- Assist in the planning for new applications or tools that increase productivity, provide solutions, and improve the value of the department’s services

Skills and experience that will make you a successful candidate include:

- 2-year degree in computer systems or equivalent database experience
- Prior experience using SQL database structure and query language
- Prior experience in SQL maintenance, security setups, and optimization/tuning procedures
- Knowledge of SQL Server Reporting Service (SSRS)
- Experience with SQL and ASP.NET (C#) development
- Proficiency in various SQL and application development, authoring, and design tools: SQL Server Management Studio, SharePoint Designer, Visual Studio, etc.
- Ability to lead complete software development lifecycle including analysis, design, configuration, programing, and unit testing for information work applications based on Microsoft technologies
- Ability to translate business needs into technical reality
- Critical thinking skills
- Strong communication skills
- A desire to provide high-quality customer service
- Experience with SharePoint or current web services helpful
This is a full-time, salaried position located in our Madison, WI office. We offer a business casual work environment with “Casual Mondays”, competitive salaries and a generous benefit package. If this position sounds right for you – we want to hear from you!

**To apply:** Visit our careers page at [www.wisbar.org/careers](http://www.wisbar.org/careers) to upload your application materials, including resume and cover letter with salary expectations. Applications will be accepted through May 20. An equal opportunity employer

**Company Description**

The State Bar of Wisconsin is a non-profit, professional association serving Wisconsin Lawyers. Our mission is to improve the administration of justice and the delivery of legal services and to promote the professional interests of Wisconsin lawyers.

The American Bar Association has long considered the State Bar of Wisconsin to be one of the most innovative, productive and service-oriented bars in the country.