



# NEW JERSEY DEPARTMENT OF THE TREASURY

## NOTICE OF VACANCY

<b>POSTING #:</b> 2026 - 083 - S	<b>ISSUE DATE:</b> July 7, 2026	<b>CLOSING DATE:</b> July 21, 2026
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<b>TITLE:</b> Database Analyst 1	<b>OPEN TO:</b> State Wide (all Departments/State Employees)
<b>DIVISION:</b> Revenue and Enterprise Services	<b>TITLE CODE:</b> 53003 <b>RANGE:</b> P27
<b>UNIT:</b> Database Services	<b>WORKWEEK:</b> NL (35 hours)
<b>LOCATION:</b> 50 West State Street Trenton, NJ	<b>SALARY RANGE:</b> \$84,547.83- \$124,365.93

### JOB DESCRIPTION

The New Jersey Department of the Treasury, Division of Revenue and Enterprise Services is seeking a Database Analyst 1. Under general supervision in the Database Service unit the Database Analyst 1 is responsible for the analysis, physical design, coding, testing, migration, and implementation of databases in various platforms; coordinates efforts with systems and programming staff assigned to application development projects and creates and updates data dictionaries for applications.

The Database Analyst 1 will be responsible for the ongoing upgrade and migration projects. Installing, configuring, upgrading Oracle database and SQL Servers database. Creating and managing database structures such as tables, indexes, views and store procedures. Review daily Database Management for ongoing maintenance tasks such as performance tuning, backups and security. Daily monitoring and troubleshooting to ensure uninterrupted service for all systems. The Database Analyst 1 will implement backup and recovery strategies to prevent data loss, and work with developers, system administrators, and network engineers for smooth integration. Supporting end-users by troubleshooting database issues. Documenting database procedure and policies for future reference. Performs other related job duties as required.

The standard workweek is Monday through Friday. This position **may** be eligible to participate in the Department's telework program, which allows eligible employees to work remotely for up to two (2) days per week, as approved by management. The position offers a comprehensive benefits package including medical, prescription drug, and dental coverage, benefit leave, paid holidays, Pension, supplemental pension plan options, and tax saving programs. For more information regarding the New Jersey State Health Benefits Program (SHBP) and Public Employees' Retirement System of New Jersey (PERS) plan offerings, eligibility requirements, and enrollment, please visit the New Jersey Division of Pensions and Benefits website at <https://www.nj.gov/treasury/pensions/>. Please refer to the **Active Employees** section on the home page.



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### POSITION REQUIREMENTS

**Education & Experience:** Graduation from an accredited college or university with an Associate's degree in Computer Science, Information Technology, or a closely related field.

Three (3) years of systems analysis, applications programming, design, systems programming and/or database administration or analysis experience in the data processing field, one (1) year of which shall have been in database design, analysis, and/or implementation.

**Note:** A general Bachelor's degree can be substituted for one (1) year of experience in systems analysis, application programming, design, systems programming, and/or database administration or analysis.

**Note:** A specific Bachelor's degree in Computer Science, Information Technology, or a closely related field can be substituted for two (2) years of experience in systems analysis, application programming, design, systems programming, and/or database administration or analysis.

**Note:** A Master's degree in Computer Science, Information Technology, or a closely related field may be substituted for three (3) years of experience in systems analysis, application programming, design, systems programming, and/or database administration or analysis.

**Special Note Substituting Experience for Education:** Experience in the study of work methods and processes, the analysis of varied types of data, the design and preparation of systems and programs, the operation of multi-tiered computer systems and work in the data processing support areas of reporting or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

**Note:** Evidence of formal training in Computer Science or Information Technology received from or evaluated by an accredited institution of higher learning may be submitted with your application. Applicants must provide documentation from the accredited institution that clearly outlines the training course(s) that are acceptable and the corresponding number of credit hours for the training to be accepted. In-house courses (such as training provided on the job or through the appointing authority) will not be accepted.

### IMPORTANT NOTES

**Open to the following:** Open to full-time employees who have permanent status in a competitive title and who meet the requirements listed above. Appointments resulting from this posting will be made in accordance with Civil Services rules and regulations and may result in a forfeiture of rights to any promotional lists in the former office/unit.



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## GENERAL INFORMATION

**Vacancy Notice:**

This is not a promotional announcement. Appointment(s) resulting from this posting will be made in accordance with Civil Service Commission rules and regulations.

**Foreign Degrees:**

Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated for accreditation by a reputable evaluation service at your expense and must be included in your application submission by the closing date.

**Residency:**

In accordance with the New Jersey First Act, P.L. 2011, c.70, requires all employees to reside in the State of New Jersey, unless otherwise exempted under the law. If you do not live in New Jersey, you have one year from the date of appointment to relocate and maintain residence in New Jersey. For more information, visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.

**Work Authorization:**

Selected candidates must be authorized to work within the United States in accordance with United States Citizenship and Immigration Services and the Department of Homeland Security regulations. The State of New Jersey does not permit nor provide sponsorships. Individuals on student visas such as F1, J1, CPT, OPT, CPT, and H1B visas are not eligible for employment.

## INSTRUCTIONS TO APPLY

Submissions must be received timely to the email address listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

**If you are qualified, please submit the documents listed below by 5:00 p.m. on July 21, 2026:**

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting the date the degree was awarded or copy of diploma)

**Treasury Employment Recruiter**

Email address: [EmploymentRecruiter@treas.nj.gov](mailto:EmploymentRecruiter@treas.nj.gov)

(Please list the "2026-083-S Database Analyst 1" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

*Antoinette Sargent/sd*  
Antoinette Sargent, Human Resource Officer

*The State of New Jersey is an Equal Opportunity Employer*