



Employment Opportunity for: Database Administrator

Position Purpose

The Michigan Health Information Network Shared Services (MiHIN) is seeking a Database Administrator to join the Infrastructure team.

The Database Administrator develops and maintains logical and physical database designs for internal applications. This individual works with functional, development, and application teams to define business requirements. The Database Administrator also designs efficient and scalable database solutions minimizing data redundancy while following best practices.

The Database Administrator will oversee the arrival, validation, cleansing and loading of all external data into corporate databases.

Essential Functions and Basic Duties

- Perform planning, design, installation, configuration, upgrade and migration activities on MySQL/PostgreSQL databases
- Create, maintain, and document all tables, schemas, models, views, snapshots and other database objects created for development and production systems
- Analyze and process complex data from varied sources to confirm its referential integrity to logical and physical models
- Coordinate and perform detailed, complex data cleansing
- Design, implement, and document scripts and SQL procedures
- Review change requests for performance impacts (e.g., poor query performance)
- Perform daily administrative tasks for all supported databases
- Perform database capacity/resource planning
- Monitor database performance and recommend efficiency improvements
- Participate as an active team member to design, maintain, and optimize database driven applications
- Assist with developing and implementing backup and recovery strategies
- Create and update database maintenance and change management procedures
- Assist in benchmarking and threshold testing of databases
- Maintain database access controls
- Create or assist in report development and metric analysis
- Other duties as assigned

Required Qualifications

- Bachelor's Degree in Information Technology, Computer Science, Database Administration, or equivalent applicable experience



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Required Skills

- 2 years of database design/architecture experience
- 2 years of database administration experience
- Knowledge of object-relationship mapping and database normalization
- Strong communication skills, verbal and written
- Excellent organizational, problem-solving, and analytical skills

Desired Skills

- Amazon Web Service RDS, Aurora experience
- Ability to write complex SQL queries
- Database performance tuning
- Reporting and data analytic tool experience (e.g., Tableau)
- Linux/Unix administration
- NoSQL or Hadoop experience
- Data warehousing
- Data modeling
- Predicative data analysis
- Familiarity working in a HIPAA-compliant environment
- Healthcare-related experience

Position Reports to: Director of Security and Infrastructure

Job Location: East Lansing, MI

What is MiHIN?

The Michigan Health Information Network Shared Services (MiHIN) is Michigan's state-designated entity to improve health care quality, efficiency, and patient safety by sharing electronic health information statewide, helping reduce costs for patients, providers, and payers. MiHIN is a non-profit, public-private collaboration that includes stakeholders from the State of Michigan, health information exchanges that serve Michigan, health systems and providers, health plans/payers, pharmacies, and the Governor's Health Information Technology Commission.

Our Culture:

MiHIN provides a stimulating, high-energy environment for a wide variety of talented people who are making a positive improvement in healthcare. We're working to build a healthier future for the state of Michigan, and we are always looking for motivated, bright, efficient professionals and interns to help advance our



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goals for sharing health information in ways that reduce costs and improve outcomes.

Our Benefits:

MiHIN's health benefits are incredibly generous and quite rare in today's job market. At this time our employees realize little to no out-of-pocket expenses for excellent coverage. MiHIN covers 100% of the cost of premiums so there are no deductions from paychecks for insurance. MiHIN may also contribute to a Health Savings Account, known as an HSA, to cover the full or partial amount of the annual health insurance deductible. That means MiHIN currently covers the cost of premiums *and* the full or partial cost of the health insurance deductible, to minimize or completely eliminate employee out-of-pocket expenses.

Application Instructions

- Please email cover letter, resume, and three full references to jobs@mihin.org for consideration
- Review will begin immediately as qualified candidate applications are received and will continue until the position is filled

Notice

MiHIN does not discriminate in employment against persons based on age, color, disability, gender, gender identity/gender expression, genetic information, familial status, height, marital status, national origin, political persuasion, race, religion, sex, sexual orientation, veteran status, or weight. Applicants must be legally permitted to work in the United States and have the ability to pass a background and history check in keeping with federal and state regulations.