



Request for Qualifications

Infrastructure Technical Position

Contact: Toni Johnson
MS Department of Mental Health
239 North Lamar St.
Jackson, MS 39201
601-359-1288
Toni.johnson@dmh.ms.gov
Date: April 12, 2017

Introduction

The Mississippi Department of Mental Health (DMH) certifies, provides and/or financially supports a network of services for people with mental illness, intellectual/developmental disabilities, substance use disorders and/or other dementia. It is DMH's goal to improve the lives of Mississippians by supporting a better tomorrow...today.

The contract worker position of Infrastructure Architect is housed within DMH's Division of Information Systems reporting directly to DMH's Chief Information Officer.

Deadlines/Timelines

Contract Worker RFQ Issue Date	Wednesday, April 12, 2017
Resume Submission Deadline	Wednesday, April 26, 2017 at 5:00 p.m.
Interview Dates	Monday, May 1, 2017 and Tuesday, May 2, 2017
Selection Completed	Friday, May 5, 2017

Submissions/How to Apply

To apply for this position, please submit your resume to Denise Jones via email at Denise.Jones@dmh.state.ms.us by 5:00 P.M. CST on Wednesday, April 26, 2017. Resumes received after this date and time will not be considered for this position.

The resume should describe your education and prior work history, including all relevant work experience. The resume should include the name and current contact information of at least three references, preferable references familiar with your job skills. The resume should include your current contact information (address, email and phone number).

Characteristics of Work

VMware Administrator
Storage Administrator
Backup Administrator
Active Directory / Domain Administrator
Domain Group Policy Administrator
Microsoft Developer Network Administrator
Software Deployment Administrator
Windows Update Services Administrator
Antivirus Administrator
Print Server Administrator
Distributed File System Management Administrator
Automation and Reporting with PowerShell

Minimum Qualifications

A Bachelor's Degree from an accredited four-year college or university in a field related to the scientific, technological, or specialized functions of the employing agency;

AND

Experience: Two (2) years of experience related to the above described duties.

OR

Education: Graduation from a four-year high school or equivalent (GED or High School Equivalency Diploma);

AND

Work Experience:

Six (6) years of work experience related to the above described duties. Two (2) years of work experience must relate to providing services and supports for individuals with serious mental illnesses, intellectual/developmental disabilities and/or substance use problems.

Compensation and Hours Worked

The agency agrees that total contract compensation will be at a rate of up to \$60.00 per hour. The Contract Worker is subject to the proper withholding of state and federal income taxes and social security.

Work is requested on an as needed basis, not to exceed 20 hours per week.

Selection Process

The hiring department representative will review all resumes which contain the required information and are submitted within the stated timeline. The hiring department representative will select the most qualified candidates for the interview based on the required educational experience and work experience. After the interviews have been completed, the representative will select the top candidate for employment.

Evaluation Criteria

The following evaluation criteria will be utilized (100 point scale):

- Required educational experience – up to 40 points
- Required work experience – up to 40 points
- Ability to perform stated examples of work based on interview – up to 20 points

Contract Dates

The start date for this contract worker is July 1, 2017. The end date is June 30, 2018.