Database Administrator (DBA) Job Description



DATABASE ADMINISTRATOR RESPONSIBILITIES INCLUDE:

- Building database systems of high availability and quality depending on each end user’s specialized role
- Designing and implementing databases in accordance to end users information needs and views
- Defining users and enabling data distribution to the right user, in appropriate format and in a timely manner

JOB BRIEF

A professional Database Administrator (DBA) will keep the database up and running smoothly 24/7. The goal is to provide a seamless flow of information throughout the company, considering both backend data structure and frontend accessibility for end-users.

RESPONSIBILITIES

- Build database systems of high availability and quality depending on each end user’s specialised role
- Design and implement database in accordance to end users information needs and views
- Define users and enable data distribution to the right user, in appropriate format and in a timely manner
- Use high-speed transaction recovery techniques and backup data
- Minimise database downtime and manage parameters to provide fast query responses
- Provide proactive and reactive data management support and training to users
- Determine, enforce and document database policies, procedures and standards
- Perform tests and evaluations regularly to ensure data security, privacy and integrity
- Monitor database performance, implement changes and apply new patches and versions when required

REQUIREMENTS

- Proven working experience as a Database Administrator
- Hands-on experience with database standards and end user applications
- Excellent knowledge of data backup, recovery, security, integrity and SQL
- Familiarity with database design, documentation and coding
- Previous experience with DBA case tools (frontend/backend) and third party tools
- Familiarity with programming languages API
- Problem solving skills and ability to think algorithmically
- BS degree in a computer discipline or relevant certification

SOURCE: https://resources.workable.com/database-administrator-job-description