

DATABASE ANALYST

DEFINITION

Under the general direction of the Director of Information Technology performs a variety of complex administrative duties including, but not limited to planning, coordinating, designing, developing, and implementing SQL databases and interactive web-based relational/SQL database systems. System development involves creating, programming, and maintaining SQL databases and web-based databases by managing and implementing standards, procedures, revision lists, security, and documentation.

ESSENTIAL DUTIES

- Confers with district administrator/staff, project manager(s) and programmer(s) to define functional requirements
- Performs data modeling and implements final products
- Resolves errors and interface problems and insures integrated systems in accordance with development standards
- Plans, prepares, defines, structures, develops, and programs SQL databases and/or web-based database systems
- Works with department staff to define and implement interfaces to ensure that various browsers and other clients interact with the required database systems
- Works with department staff to design relational database systems for the ultimate benefit of all users modifies relational database systems as data needs change
- Provides customer service by resolving systems' design conflicts between the department, internal and external end users
- Designs and implements relational database security and recovery procedures
- Performs normalization to reduce or eliminate data redundancy and to improve relational database performance
- Writes requirements' specifications, data dictionaries, self-documenting codes, and other required documents in accordance with documentation standards
- Presents system functionalities to staff and oversees implementation once developed
- Tests and evaluates system performance and recommends corrective action if system performance is deficient
- Conforms to safety standards as prescribed
- Performs other tasks related to the position as assigned and/or required

QUALIFICATIONS

Knowledge of: Database development, management, and implementation, which requires a high level of technical skill and experience in SQL databases and web-based relational database systems' design and programming techniques.

Ability to: Skillfully operate various computers, hardware and software applications, printers, modems, LAN resources, the Internet, scanners, copiers, telephones, fax machines, SQL servers, Microsoft SQL 2000, etc.: understand and carry out oral and written directions; establish and maintain cooperative working relationships.

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position must perform in carrying out essential job functions.

- will frequently exert 10 to 20 pounds of force to lift, carry, push, pull or otherwise move objects
- will involve sitting most of the time, but, may involve walking or standing for brief periods
- must be capable of perceiving the nature of sound
- must possess visual acuity and depth perception
- must be capable of providing oral information in person and over the telephone
- must possess the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXPERIENCE AND EDUCATION

Experience: Three years of paid experience programming in SQL database or web-based client/server, software development environment, and database systems developer. Experience with SQL Server, Microsoft Visual Studio (.NET preferred) or J2EE, web-based systems design including but not limited to PHP, VB, (.NET version preferred), JavaScript, Cold Fusion, Java, C++, C#, Structured Query Language (SQL) and My SQL is desirable.

Education: Verification of a high school diploma, a GED certificate or a higher degree. A Bachelor's degree in Computer Science or Management Information Systems if preferred. Attendance at a technical or trade school with an emphasis in computer science or a closely related field is desirable.

License Requirement: Any programming language(s), operating system(s), and software application(s).

Condition of Employment: Insurability by the District's liability insurance carrier.

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