RIALTO UNIFIED SCHOOL DISTRICT
CLASSIFIED

SENIOR DATABASE ANALYST

DEFINITION:

Under the general direction of an assigned Administrator or Supervisor, performs a variety of highly complex administrative duties related to the planning, coordination, design, development and implementation of SQL databases and interactive web-based relational/SQL database systems; oversee and participate in maintaining SQL databases and web-based databases by managing and implementing standards, procedures, revision lists, security, and documentation; perform other job-related duties as assigned and/or as required.

ESSENTIAL DUTIES:

- Perform highly complex duties in planning, preparing, defining, structuring, developing and programming of SQL databases and/or web-based database systems.
- Confers with district administrators/staff and project manager(s) to define functional requirements; present system functionalities to staff and oversee implementation once developed.
- Perform data modeling and implements final products.
- Resolves errors and interface problems and insures integrated systems in accordance with development standards.
- Design and write SQL queries and SSIS and SSRS reports for systems.
- Improve relational database performance as data needs change.
- Modifies relational database systems as data needs change.
- Designs and implements relational database security and recovery procedures.
- Tests and evaluates system performance and recommends corrective action if system performance is deficient.
- Assist with disaster recovery planning, implementation, testing and documentation.
- Ensure activities adhere to established safety standards/regulations.
- Prepare and maintain a variety of records and reports related to assigned activities.
- Communicate with personnel and outside agencies to exchange information, coordinate activities and resolve issues or concerns.
- Train, coordinate and provide work direction to assigned district staff.
- Provide support to Database Analyst and ability to perform full range of Database Analyst's duties.
- Conforms to safety standards as prescribed.
- Performs other tasks related to the position as assigned and/or required.

KNOWLEDGE AND ABILITIES:

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.
- Structured query language, relational databases, and their structures,

- Oral and written communication skills.
- Training principles and techniques.
- Interpersonal skills using tact, patience and courtesy.
- Record-keeping and report preparation techniques.

ABILITY TO:
- Skillfully operate various computers, hardware and software applications, printers, modems, LAN resources, the Internet, scanners, copiers, SQL servers,
- Debug queries.
- Conduct research, analyze and track problems to final solution.
- Plan, prioritize, coordinate and organize work.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Train, coordinate, organize and direct the work of other district personnel.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and timelines.
- Maintain records and prepare reports.

EDUCATION AND EXPERIENCE:

EDUCATION:
A Bachelor's degree in Computer Science or Management Information Systems

EXPERIENCE:
Three years of paid experience programming in SQL database or web-based client/server, software development environment, and database systems developer. Recent job-related experience within the last five years is required.

LICENSE, CERTIFICATIONS AND OTHER REQUIREMENTS:

- Verification of a valid California Motor Vehicle Operator's license.
- Insurability by the District's liability insurance carrier.
- Any programming language(s), operating system(s), and software application(s).

PREFERRED QUALIFICATIONS:

- Three years of increasing responsibility supporting an environment in a school district is preferred, but not required.
- Attendance at a technical or trade school with an emphasis in computer science or a closely related field is desirable, but not required.
- Experience with SQL Server, Microsoft Visual Studio (.NET preferred), web-based systems design including but not limited to, Structured Query Language (SQL) and My SQL is preferred, but not required.

WORKING CONDITIONS:

ENVIRONMENT:
Indoor, office work environment.

PHYSICAL ELEMENTS:
The physical requirements indicated below are examples of the physical aspects that the 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.

POTENTIAL HAZARDS:
N/A

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