

DATABASE ANALYST

DEFINITION

Under the general direction of the Chief Technology Officer 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 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 we-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 classification 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 is 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.