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# Example of Administrator, Database Job Description

Our company is growing rapidly and is hiring for an administrator, database. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for administrator, database

* Assists in application tuning
* Installs DBMS software
* Participates in future technology evaluations
* Ensures availability and performance of the enterprise databases
* Ensures improvement and maintenance of the databases including rollout and upgrades
* Implements and releases database changes related to business requirements
* Plans regular database capacity related to database growth and system utilization
* Pro-active and reactive monitoring, troubleshooting and resolution of issues
* Ensures implementation and maintenance of data flows between application systems
* Defines and implements consistent standards across database systems

## Qualifications for administrator, database

* Must have knowledge of administration and configuration of SQL reporting service and SQL Analysis Server
* Must have excellent written and verbal communication skill to facilitate resolution of database issues with users
* Availability for night/weekend shifts or 24/7 on-call availability as required by the business
* Bachelor’s or Master’s degree in computer science or equivalent education and experience
* Manage production, staging and development database environments
* Create detailed documentation including diagrams of database infrastructure