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# Example of DB Administrator Job Description

Our growing company is searching for experienced candidates for the position of DB administrator. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for DB administrator

* Train 1st and 2nd level support teams
* Maintain topology, inventory and service specification documents
* Provide consultancy and input to solution design, pre-sales, service delivery
* Communicate technical and non-technical information to technical support groups, customer support centers and end-users as required
* Add/delete new users and access rights
* Modify/control underlying Foundation Data
* Modify/Create reports from the BSS constituent tools
* Review system performance logs
* Review Security logs provided by external Security Monitoring services
* Comply with extensive Security controls and policies in accordance with NIST 800-53 and other regulations governing BTFederal operations with the US Government

## Qualifications for DB administrator

* Bachelor’s degree in Computer, Electrics/Electronics Engineering or related departments
* Expert in Microsoft IIS and .NET services design, implementation, maintenance, administration and troubleshooting in an enterprise environment
* Expert in Microsoft SQL Database Engine design, implementation, maintenance, administration and troubleshooting in an enterprise environment
* Experience with Microsoft SQL server components such as Analysis Services, Reporting Services and Integration Services
* Experience with Always On Failover Cluster Instances, Always On Availability Groups, Failover Clustering, Database Mirroring and Log Shipping
* Experience with Performance Tuning and Optimization (PTO), complex query tuning and schema refinement