Downloaded from <https://www.velvetjobs.com/job-descriptions/sql-database-administrator>

# Example of SQL Database Administrator Job Description

Our company is hiring for a SQL database administrator. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for SQL database administrator

* Ensure databases backups are both scheduled and verified successful
* Develop logical/physical data models incorporating changes when appropriate
* Participates with Government and contractor technical staff to determine file organization, indexing methods, and security procedures for specific user applications.DJAM
* Maintain documentation of work maintenance of existing Standards and Procedures
* Documentation of work, maintenance of existing standards and procedures
* Manages and maintains data definitions for complex production, non-production databases
* Monitors database servers for resource utilization
* Performs backup and recovery and configures database parameters
* Responsible for database design, implementation, security and privileges
* Proactively monitor and maintain SQL Server production and test databases

## Qualifications for SQL database administrator

* Proficient with MS SQL Server 2008 / 2012 administration including design, installation, configuration, implementation, and backup and recovery of enterprise environments
* Proficient with SQL Server Integration Service (SSIS), SQL Server Analysis Service (SSAS), and SQL Server Reporting Service (SSRS)
* 3 years experience as a database administrator doing code migration, database change management and data management through various stages of the development life cycle
* 3 years experience using Oracle or SQL Server
* RDBMS certification
* Experience in OS administration