Example of SQL Database Administrator Job Description

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Our growing company is hiring for a SQL database 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 SQL database administrator

- Manage weekly database restores to lower environments
- Perform regular database maintenance tasks such as rebuilding indexes, upgrades and storage management
- Diagnose and correct database failure conditions, escalating problems as appropriate
- Ensure optimal application performance via proper database maintenance and tuning
- Implementation of database change requests and new releases as required
- Execute data model and database code reviews, provide constructive feedback and follow-up
- Work within a team environment to ensure all database servers are backed up in a way that meets the business's Recovery Point Objectives (RPO)
- Responsible for the planning, design, development, maintenance, and organization of all databases
- Administer databases for the data warehouse and various software packages
- Ensures data reliability/integrity so that the data warehouse and all database applications show accurate information

Qualifications for SQL database administrator

- Experienced in Microsoft SQL Server administration, preferably SQL Server

- Applied Best Security Policies, access control and policy based management aligned with SOX including setting up SQL server in DMZ environment
- Updated codes for web (IIS) application
- Automated routine tasks through PowerShell scripts, SQL jobs and Task Scheduler
- Knowledge of other database technologies (Oracle, Sybase, DB2...)