***This old UMB job description was created between 2000 and 2014 and is being provided as a template or guide in the preparation of a current job description. The essential functions are general in nature and may not accurately depict the duties of a specific unit. Managers are encourage to update and provide specific duties that are applicable to work being performed in the unit.***

Job Title: **IT Database Administrator, Senior**

Job Family: Information Technology Sub Family: IT - Database

**Job Summary:**

Designs, develops, manages and maintains large production and non-production databases. Performs the more complex database administration assignments using the most advanced software. This positions is intended for Administrators using Oracle, PeopleSoft and other large or enterprise-wide products with several thousand objects.

**Essential Functions:**

* Performs the most complex designs of database systems and programs which include the following components: access methods, access time, file structures, device/allocation, validation checks, statistical methods and security.
* Meets with users to determine needs and develops project plan or alternatives that will meet objectives.
* Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process.
* Writes the most complex code for database access, modifications and constructions including all associated procedures.
* Implements procedures and protocols to monitor, analyze and verify data to ensure data integrity.
* Provides database expertise to less experienced staff.
* Serves as a project leader for most complex, costly or sensitive projects that could significantly impact enterprise-wide systems.
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors in Information Technology, Computer Science, Systems Administration, Computer Engineering or a related field.

Experience: Five (5) years of experience in development, implementation and maintenance of database systems across multiple platforms

Supervisory:

Licensure/Certification:

Other: No subsitution of experience for minimum education requirement.

**Knowledge, Skills, and Abilities**

*Managers may provide prefered knowledge, skills, and abilities as necessary.*

Job Code: E0747H

SOC Code: 151141 IPEDS: Computer

EEO6 Code: Professional State Code: 9749506

USM eCode: E40074 AAP Code: 3A