***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: **Manager, IT Database Administration**

Job Family: Information Technology Sub Family: IT - Database

**Job Summary:**

Manage team of Database Administrators and Database Development Specialists in their activities to support existing applications and development/implementation of new applications.

**Essential Functions:**

* Provide technical assistance to other IT staff relevant to RDBMS technology.
* Analyze data requirements.
* Development of RDBMS structures to support administrative applications.
* Maintenance of existing Databases.
* Monitor performance and tune databases to ensure optimum operations.
* Implement and enforce appropriate data integrity and security mechanisms.
* Develop and document data models.
* Performs other duties as assigned.

**Minimum Qualifications**

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

Experience: Three (3) years Database Administration

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: E0723G

SOC Code: 151141 IPEDS: Computer

EEO6 Code: Professional State Code: 9445011

USM eCode: E23074 AAP Code: 3A