



Class Code: 837
FLSA: Non-exempt

IT ORACLE DATABASE ADMINISTRATOR

General Purpose

Installation, maintenance, troubleshooting, patching, administration, performance tuning, upgrading and cloning of multiple Oracle Applications 11i instances, Oracle RDBMS 9i and 10g databases, and Oracle Application Servers. Define, develop and document standardized database procedures, tools, backup and recovery methods, performance tuning methods and disaster planning. Provide DBA mission and life critical 24X7 database support on both Unix and Windows operating systems.

RESPONSIBILITIES

- Work with vendor support in resolving problems with Oracle Databases and /or Oracle Applications.
- Design, develop and implement simple and medium physical databases across multiple platforms and technologies.
- Assist with the design, test and implement database security measures in accordance with the city's needs.
- Assist in the evaluation of vendor and third party application software and hardware for feasibility.
- Consult with IT staff and clients to determine the impact of new or revised applications on information architecture.
- Manage small database projects.

POSITION REQUIREMENTS

- Bachelor's degree from an accredited college or university with major coursework in computer science or a related field or equivalent work experience
- Minimum of 2 years of Oracle DBA experience.
- Minimum of 1 years of experience with coding, troubleshooting, and performance tuning in SQL and PL/SQL.
- Minimum of 2 years of experience in Oracle 9i, and/or 10g databases including patching, upgrades, administration, tuning, backup, recovery and

refresh/cloning processes.

- Experience in UNIX, including UNIX scripting.
- Knowledge of data and process analysis and modeling, logical database design, physical database design and implementation, and database security concepts and techniques.
- Good problem analysis and resolution skills.
- Establishes and maintains effective working relationships with individuals and coworkers while demonstrating a high level of professionalism.

DESIRABLE SKILLS

- Oracle Applications DBA experience including patching, upgrades, administration, tuning, backup, recovery and refresh/cloning processes
- Working experience with Windows Oracle databases
- DataGuard support
- Oracle spatial data base experience
- GIS experience
- 911 system support
- Oracle Certified Professional (OCP) is a plus

Work Conditions

- On-call availability as required
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard, mouse, power tools, and to handle other computer components.
- Occasional inspection of cables in floors and ceilings.
- Lifting and transporting of moderately heavy objects, such as computers and peripherals.