

## **JUNIOR DATABASE ANALYST**

### **DEFINITION**

Under the general direction of the Chief Technology Officer, performs a variety of complex administrative duties including, but not limited to, planning, developing, and implementing SQL databases and interactive web-based relational/SQL database systems. Systems development involves creating and maintaining SQL databases and web-based databases by managing and implementing standards, procedures, security, and documentation.

### **ESSENTIAL DUTIES**

- confers with district administrator/staff, project managers(s) and programmers(s) to define functional requirements
- performs data modeling and implements final products
- resolves errors and interface problems and insures integrated systems in accordance with development standards
- plans, prepares, defines, structures, develops, and programs SQL databases and/or web-based database systems
- works with department staff to design relational database systems for the ultimate benefit of all users
- modifies relational database systems as data needs change
- modifies Altiris database and writes Altiris code for the administration of Altiris
- designs and writes Cognos applications to create reports for eSchool
- provides customer service by resolving systems' design conflicts between the department, internal and external end users
- presents system functionalities to staff and oversees implementation once developed
- tests and evaluates systems performance and recommends corrective action if system performance is deficient
- conforms to safety standards as prescribed
- performs other tasks related to the position as assigned and/or required

### **QUALIFICATIONS**

**Knowledge of:** Database development and implementation, which requires a high level of technical skill and experience in SQL databases and web-based relational database systems' design and programming techniques; structured query language, relational databases and their structures, and Job Control Language.

**Ability to:** Skillfully operate various computers, hardware and software applications, printers, modems, LAN resources, the Internet, scanners, copiers, telephones, fax machines, SQL servers, Microsoft SQL 2000, etc.; understand and carry out oral and written directions; think logically and clearly; communicate clearly orally and in writing; debug queries; conduct, research, analyze and track problems to final solution; plan, prioritize, coordinate, and organize work; ability to meet predetermined deadlines and shift to new tasks when priorities change; establish and maintain cooperative working relationships with employees, consultants, and vendors.

### **PHYSICAL DEMANDS**

The physical activities indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- will frequently exert 30 to 50 pounds of force to lift, carry, push, pull or otherwise move objects
- will sit most of the time, but may involve walking or standing for brief periods of time
- must be capable of perceiving the nature of sound
- must possess visual acuity and depth perception
- must be capable of providing oral information in person and over the telephone
- must possess the manual dexterity required to operate equipment and use hand tools, and handle and work with various materials and objects

Reasonable accommodation may be made to enable a person with disability to perform the essential functions of the job.

### **EXPERIENCE AND EDUCATION**

**Experience:** Six months of paid experience programming in SQL database or web-based client/server, software development environment, and database systems developer. Experience with SQL Server, Microsoft Visual Studio (.NET version preferred), JavaScript, Cold Fusion, Java, C++, C#, Structured Query Language (SQL) and My SQL is desirable. Cognos development is desirable; Altiris development is also desirable.

**Education:** Verification of a High School diploma, a GED certificate, or a higher degree. A Bachelor's degree in Computer Science or Management Information Systems is preferred. Attendance at a technical or trade school with an emphasis in computer science or a closely related SQL database field is desirable.

**License Requirements:** Possession of a valid California Motor Vehicle Operator's License.

**Condition of Employment:** Insurability by the District's liability insurance carrier.