

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Database Analyst - Intermediate		Class Code: 001BF2
	FLSA Status: Exempt	Salary Schedule: RDS	Effective Date: 11-25-14
	Summary: Incumbent works at a state information technology division on most phases of database administration, but may require some instruction and guidance in other phases		

Duties:

- Designs and implements logical and physical databases of a moderately complex nature;
- Determines aggregation, partitioning and indexing strategies for physical data;
- Monitors and tunes database performance;
- Administers end-user access and security at the database level;
- Ensures that data is appropriately protected via database backup and related strategies;
- Loads, or assists in load, process of database software and application of fixes dependent upon the complexity of the environment;
- Assists with the evaluation and selection of infrastructure components;
- Provides operational support for the database ensuring data integrity, database availability and performance;
- Implements and maintains database catalogs and dictionaries;
- Develops integration of database systems through standardized database design techniques;
- Provides resolutions to technical problems;
- Implements innovative procedures and methods through understanding of product capabilities and utilizes those capabilities in unique ways to fully use products on the system and meet user's goals and objectives;
- Assists management with short/long-range planning for hardware and software changes and additions;
- Serves as a project lead for software products;
- Provides technical assistance to lower-level staff;
- Prepares reports which assist management in understanding the current hardware/software conditions, performance and future trends;
- Performs related duties as required.

Job Requirements:

- Advanced knowledge in the technology of both the DBMS and the operating system chosen for the data warehouse or data mart;
- Advanced knowledge in software and utilities related to supported DBMS such as Reorg, Backup, Recovery, Load and Unload;
- Advanced knowledge of capacity planning and disaster recovery;
- Advanced knowledge of relational database and data warehouse design techniques and dimensional modeling processes;
- Advanced knowledge of computer hardware/software capabilities and configurations;
- Advanced knowledge of a variety of computer languages;
- Advanced knowledge of and the ability to apply complex diagnostic, structure, logic, performance and tuning procedures relative to the operating system;
- Advanced knowledge of specialty area(s) of database administration and/or system software such as communication, storage management, operating systems or capacity planning;
- Advanced knowledge of applications development and maintenance;
- Ability to analyze, communicate and recommend future needs and direction for agency's data processing software/hardware environment;
- Ability to apply theories, principles and methodologies to existing and new computer hardware/software;
- Ability to manage multiple hardware/software projects and priorities;

- Ability to guide and coordinate the work of others;
- Effectively communicate, both orally and in writing;
- Ability to perform advanced logic analysis.

Difficulty of Work:

Incumbent uses considerable judgment in selecting the most pertinent guidelines to follow. Work is broad in scope and requires in-depth analysis of multiple variables to fit various circumstances of a medium to complex enterprise-wide system

Responsibility:

Incumbent works closely with higher-level staff and/or management to outline general objectives and boundaries that incumbent will follow to meet the requirements of the agency. Unusual problems or deviations from guidelines or practice are discussed with manager at the discretion of the incumbent. Work is reviewed for attainment of objectives and compliance with policy and practice.

Personal Work Relationships:

Incumbent works with personnel from within and outside the agency. Contacts are for the purpose of informing, gathering information and interpreting that information to arrive at appropriate solutions, provide technical expertise and coordinate workflow. Contacts can involve persuading and negotiating to accomplish mission while maintaining good client relations.