**Children International**


**Title:** Database Administrator
**Reports To:** Director of Data Services

## Position Summary

Children International is a nonprofit organization working to eradicate poverty around the world. At CI, we believe that every child matters and that it is simply unacceptable that over a billion children live in poverty.  The CI approach is to invest in our kids and youth to grow up healthy, educated, employable, and empowered to break the cycle of poverty and become positive agents of change in their communities.

The Production DBA will be involved in the management of the SQL Server relational and analytic environments and their effective administration as well as the corporate data warehouse and the processes required to load it (SSIS and T-SQL), maintain it and effectively deliver information from it (SSAS and SSRS). The DBA will split time between the production duties of the position and the development/code maintenance duties. There is some on call after-hours work required by the position when critical tasks fail overnight.

## Roles and Responsibilities:

- Meets enterprise requirements by planning and developing database structure; developing database utilization policies, procedures, security, backup, and recovery.
- Maintains design structure by directing implementation of SQL standards and guidelines.
- Completes platform upgrades and migrations by issuing instructions; monitoring performance; coordinating actions.
- Maintains data integrity by establishing standards; monitoring performance.
- Maintains database performance by developing tuning methodologies.
- Provides information by collecting, analyzing, and summarizing database performance and trends.
- Develop automated and adhoc reports for users of the data.
- Develops and optimizes daily ETL processes

## Knowledge & Qualifications/Experience Required

**Required**:
- 4+ years Microsoft SQL Server Administration experience
- Experience tuning complex queries against large databases
- Excellent communications skills; experience working in a team-oriented collaborative environment
- Must be able to hit the ground running and operate under minimal supervision during all phases - requirements, design, development, QA, and delivery

**Strongly Desired:**
- Demonstrated track record of successful software delivery on Microsoft SQL Server 2008+ across the entire BI delivery stack (SQL Server, SSIS, SSRS, and Data Mining)
- Experience with the overall design of data and systems architecture for data warehouse and balancing optimization of data access with ETL
- Design indexing schemes that provide optimum query performance, while balancing ETL performance

## Competencies & Skills (Functional/Technical)

- Professional, can-do attitude
- Strong problem solving skills within a team framework
- Excellent interpersonal, communication and analytical skills
- Ability to mentor others at varying levels of technical ability
- Ability to define and follow standard methodology
- Ability to prioritize workload, knowing when to ask for clarification / direction
- Strong customer service skills
- Strong ethical background
- Strong commitment to data integrity and security
- Participation in a SQL Server community a plus
- Proficiency in English; good knowledge of Spanish a plus