

## DATABASE ANALYST II

### **Definition:**

Under general supervision, performs highly technical work in the analysis, planning, design, installation, and tuning of databases in a mainframe, internet and client/server environment; maintains the quality, accuracy and integrity of data and master files; conducts needs assessments to evaluate, modify and maintain database software; and monitors and maintains data security, system recovery, and backup procedures for the database management system.

This is the advanced journey level in the Database Analyst I/II series. Incumbents are expected to be fully proficient in utilizing Database Management Systems (DBMS) products and tools as required, serve as consultants to Systems Analysts on database management functions in support of a major system that may include mainframe or servers; identify and resolve major database management system failures and the more complex problems causing abnormal program terminations and response time degradation; and identify, design, or restructure databases. The Database Analyst II is distinguished from the Database Analyst I by the former's responsibility in providing expertise in Database Management Systems.

### **Essential Functions:**

- Develops and maintains database modeling, access and file structure requirements through discussions with users and other technical staff.
- Serves as staff and technical resource on database design, modifications and or upgrades.
- Prepares related documentation addressing design, data relationships, operational procedures, and programming procedures for databases.
- Assures logical and physical data models meet County standards for naming, metadata and other common data structures.
- Participates in systems analysis, design and implementation and advises and consults with application programmers during systems analysis.
- Develops standards and preferred methodologies for use of the County's database management system environment and associate application developments.
- Implements and maintains major mainframe, internet or client server database environments; and maintains the security and integrity of the database.
- Reviews application access to ensure optimal performance.
- Reviews database utilization and performs tuning to ensure optimal performance; and responds to system problems that may affect the database.
- Implements and ensures adherence to database backup, restart, recovery, and reorganization standards.
- Analyzes database management systems software and develops recommendations for acquisition as appropriate.
- Evaluates new applications to determine compatibility with existing applications, hardware and software.
- Trains staff in the use of database tools and techniques.
- Develops and maintains data warehouse design and mining.
- Implements disaster recovery procedures.

- Stays abreast of new trends and innovations in the field of data network operations.
- May attend and participate in professional group meetings.
- Performs other related duties as required.

**Employment Standards:**

Graduation from an accredited college or university with a bachelor's degree, including fifteen (15) semester or twenty-five (25) quarter units in computer science, management information systems or closely related field AND four (4) years of experience in data analysis of complex computer application systems in an information systems environment.

OR

Completion of sixty (60) semester or ninety (90) quarter units from an accredited college or university, including fifteen (15) semester or twenty-five (25) quarter units in computer science, management information systems or closely related field AND six (6) years of experience in data analysis of complex computer application systems in an information systems environment.

OR

Completion of an accredited technical or vocational school training program in computer science, computer office automation technology, computer systems technology or closely related field AND six (6) years experience in data analysis of complex computer application systems in an information systems environment.

OR

Eight (8) years of experience in data analysis of complex computer application systems in an information systems environment.

OR

Two (2) years as a Database Analyst I in the Kern County classification system.

Qualifying experience must have been within the last eight years.

Valid California Class "C" Driver's License is required at the time of appointment.

**Knowledge of:** principles and techniques used in relational Database Management Systems modeling, design, replication, propagation and tuning; working in multi-user, multi-platform network environment with understanding of DB/OS interaction; DATACOM-DB, Microsoft SQL Server, DB2, Oracle, Access, and/or standard database; structured Query Language (SQL); data warehouse design and mining techniques; possess a working knowledge of programming languages; in depth knowledge of data analysis and data management techniques; computer operation capabilities and limitations; nomenclature; and the principles of documentation/record keeping, data storage and retrieval.

**Ability to:** analyze database requirements; perform logical and physical database design; implement and maintain databases; perform Data Dictionary maintenance related to database definitions and management; assist Systems Analyst personnel in the design and implementation of database application projects; assure that the database designs and implementations adhere to the established database standards; perform tasks necessary to set up required database environments; develop database restart/recovery procedures; perform the installation, maintenance, upgrading, and tuning of Database Management Software; use good judgement; make sound recommendations; identify and resolve the more complex system problems that may affect the database; respond to, analyze and assess user needs; train staff and users; interpret and follow detailed oral and written instructions; prepare clear and concise reports; and establish and maintain cooperative work relationships with staff and people of various professional, vocational and educational backgrounds.

A background check may be conducted for this classification.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec.3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable, following a significant emergency or disaster.

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