**Senior DBA**

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| **Police Staff****Senior DBA****Information & Communication Technologies Department****Role Definition: YI220 / 20095**  |

 **ROLE DEFINITION**

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| Dept / Area Command: | Information & Communication Technologies Department  | http://domcms/icons/ecblank.gif | Section: | Application and Data Management |
| Post Title: | Senior DBA | http://domcms/icons/ecblank.gif | Post Reference: | YI220 / 20095  |
| Post Grade: | Grade I | http://domcms/icons/ecblank.gif | Location: | As required within the Force area including home working |
| Car User Status: | Casual | http://domcms/icons/ecblank.gif | Telephone Allowance: | Mobile Provided |
| Shift Allowance: | No Shifts | http://domcms/icons/ecblank.gif | Standby Allowance: |  n/a |
| Weekend Enhancement: |  n/a | http://domcms/icons/ecblank.gif | Contractual Overtime: |  N/A |
| Line Manager: | Principal DBA |
| Staff Responsibilities: | n/a |
| Purpose: | To support, monitor and maintain the databases that service all in-house and third party supplied applications as well as designing and developing performant new database solutions that support Force data strategies, quality, integrity and security.  |
| Vetting: | RV – access to official sensitive and occasional secret information |

**Key Responsibilities:-**

1. Manage and develop database implementations to resolve issues and identify potential problems and trends, ensuring that the performance of the systems and support services remain in line with Service Level Agreements to provide a customer focused service that meets the needs of the organisation.
2. Ensure effective and efficient system performance via database performance tuning and optimisation, using monitoring and troubleshooting tools.
3. Maintain enterprise database software, produce test plans, regression and rollback plans and patch timings for business continuity planning.
4. Undertake impact assessments in relation to patching, applications releases and deprecated products and features to ensure that the risks of system changes are fully understood by the system owners and ICT support teams.
5. Review database design and schema changes to migrate schema changes from development to production environments.
6. Liaise with internal and external user groups, manufacturers and suppliers to progress work of the section to ensure all parties are providing an effective and efficient service.
7. Support both the planned activity of Programme and Project Managers to deliver new systems and services by assisting in the design and implement of high availability database structures that supports 24/7 mission critical systems and test disaster recovery solutions for database services.
8. Implement the principles of data security by aligning applications and ICT products to reflect Force policy and industry best practice to assist auditing and data management processes.
9. Document data interface protocols that detail how data and information is accessed.
10. Participate in the system of implementation and recovery procedures, taking part in the call-out/stand-by rota, in order to satisfy the needs of system users.

The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.

**Essential Skills, Experience and Qualifications**

* Educated to degree level (or equivalent relevant experience)
* Experience in administering Oracle and/or Microsoft SQL Server;
* Experience in patching and support of database management systems within Windows and Linux/Solaris environments;
* Experience in Oracle Recovery Manager (RMAN);
* Good understanding of disaster recover procedures and documentation;
* Good problem-solving and analytical skills;
* Good planning, administrative and organisational skills;
* Excellent communication skills with an excellent standard of written English;
* Good interpersonal and team workmanship skills;

**Desirable:**

* Knowledge of Atlassian’s Jira ITSM solution
* Experience of working in a public sector or police force environment
* Knowledge of ITIL4 lifecycle