

Database Administrator

The systems analyst will provide daily maintenance and support for company SQL database(s), including backup/restore configurations/validations, writing and evaluating stored procedures and working with population health analysts to implement company initiatives.

Essential Duties and Responsibilities

- Provides multi-faceted knowledge and expertise including management of PHI sensitive healthcare data, providing backup and recovery strategies, collaborating with development/analyst teams, performing maintenance and optimization, as well as importing and exporting data
- Administers various SQL Server DBs, and online SQL platforms
- Reviews stored procedures and tables and queries to ensure optimal performance
- Ensures the safety of data through backup and recovery plans
- Job scheduling of recurring tasks
- Researches data issues and proposes/implements preventive actions
- Assists in implementation and management of database security
- Assists population health analysts in developing reports and dashboards
- Manages multiple relational or object-oriented databases including PostgreSQL, Vertica, SQL Server and SQL
- Provides technical expertise and assistance to team members and users.
- Monitor database system details within the database, including stored procedures and execution time, and implement efficiency improvements.
- Work with application development staff to develop or modify database architectures.
- Provides input in the design and implement redundant systems, policies, and procedures for disaster recovery and data archiving to ensure effective protection and integrity of data assets.
- Develop and document routines, diagrams, and reports that end-users can use to facilitate support and best practices in database use and management.
- Participates in database transaction and security audits.

Minimum Requirements

- Bachelor's Degree or at least two (2) years of experience in the field or in a related area required
- Knowledge of commonly-used concepts, practices, and procedures within the database administration field and the health care environment preferred
- Knowledge of ETL Processes preferred
- Must be a team player with strong communication and documentation skills
- Flexible and able to adapt to a rapidly changing environment and perform other duties as assigned/necessary
- Positive, self-motivated individual who can complete tasks independently
- Ability to effectively elicit/provide information to and from appropriate individuals (including, but not limited to, supervisors, co-workers, clients) via excellent verbal and written communication skills
- Additional experience in Tableau, Java, R, and Python a plus

Please submit your resume to jbrown9@millenniumcc.org