



JOB DESCRIPTION

Job Title	Oracle Database Administrator
Reporting To	IT Manager
Location	Makati City, Philippines
Job Responsibilities	<ul style="list-style-type: none">• Creates and maintains all databases required for development, testing, and production usage.• Performs the capacity planning required to create and maintain the databases. The DBA works closely with system administration staff because computers often have applications or tools on them in addition to the Oracle Databases.• Performs ongoing tuning of the database instances.• Install new versions of the Oracle RDBMS and its tools and any other tools that access the Oracle database.• Plans and implements backup and recovery of the Oracle database.• Controls database changes/scripts, reference data changes and menu changes through the development life cycle.• Implements and enforces security for all of the Oracle Database.• Performs database re-organisations as required to assist performance and ensure maximum uptime of the database.• Puts standards in place to ensure that all application design and code is produced with proper integrity, security and performance. The DBA will perform reviews on the design and code frequently to ensure the site standards are being adhered to.• Evaluates releases of Oracle and its tools, and third party products to ensure that the site is running the products that are most appropriate. Planning is also performed by the DBA, along with the application developers and System administrators, to ensure that any new product usage or release upgrade takes place with minimal impact.• Provides technical support to application development teams.• Enforces and maintains database constraints to ensure integrity of the database.• Administers all database objects, including tables, indexes, views, sequences, packages and procedures.• Assists with impact analysis of any changes made to the database objects.• Troubleshoots with problems regarding the databases, applications and development tools.• Create new database users as required.• The DBA has ultimate responsibility for the physical database design.

Job Requirements

The DBA should possess the following skills

- A good knowledge of the operating systems especially Linux.
- A good knowledge of physical database design
- Ability to perform both Oracle and also operating system performance monitoring and the necessary adjustments.
- Excellent knowledge of Oracle backup and recovery scenarios.
- Good skills in all Oracle tools
- A good knowledge of Oracle security management.
- A good knowledge of how Oracle acquires and manages resources.
- Sound knowledge of the applications at your site.
- A good knowledge of the way Oracle enforces data integrity
- A sound knowledge of both database and program code performance tuning
- A DBA should have sound communication skills with management, development teams, systems administrators and other related service providers.