



AVAILABLE JOB OPPORTUNITY – OFFICER DATABASE ADMINISTRATOR

Private Sector Foundation Uganda (PSFU) is looking for a competent and self-driven person with the requisite knowledge, experience, proven integrity, problem solving, analytical and interpersonal skills and abilities to handle multiple tasks and work in teams as the **Officer Database Administrator**.

How to Apply; Deliver your CV indicating three (03) referees, Application letter, & copies of academic papers in a clearly marked envelope 'Officer Database Administrator' to PSFU Offices located at Plot 43 Nakasero Road, Kampala **not later than 12th March 2019, 4pm**.

DEPARTMENT	Corporate Services
STATION	PSFU - Plot 43 Nakasero Road
REPORTS TO	PR & Communications Manager
	POSTION TYPE: Contract
JOB ROLE/ PURPOSE: Maintain and support the performance of PSFU database systems and applications to ensure business continuity and enhance productivity.	
PRINCIPAL ACCOUNTABILITIES 1. Upgrade & monitor the performance of PSFU database management systems to enable business continuity.	SPECIFIC ACTIVITIES a) Upgrade & Monitor the availability and performance of database management systems b) Install and Patch database management Systems and monitoring tools to keep them up-to-date, as well as populate & categorize contacts in the database c) Design Database / Operating System Programs to automate to the extent possible various routine database activities d) Proactively review Operating and Database Management Systems configurations to ensure optimal performance e) Plan for the capacity requirements to create and maintain the databases

<p>2. Maintain integrity and accountability of PSFU data for reliability and consistency of data stored in the data Management systems</p>	<ul style="list-style-type: none"> a) Conduct routine security checks for confidentiality, consistency and access to data by the authorized persons. b) Provide technical advice to and work with Sector coordinators on secure database connections and management of application accounts c) Oversee the creation and removal of database users, roles and profiles from the Database Management Systems
<p>3. Provide support to Business intelligence and Data Warehouse programs to improve decision making</p>	<ul style="list-style-type: none"> a) Create and administer Data extraction programs required for Business Intelligence and marketing initiatives b) Categorize contacts into sectors following the policy sectoral approach
<p>PERSNAL SPECIFICATIONS</p>	
<p>Essential Requirements</p>	<p>Applicant must have;</p> <ul style="list-style-type: none"> a) A minimum of one (1) years' experience in the field of Information Technology. b) Experience in working with SQL Database Management System c) Bachelor of Science in Computer Science, Software Engineering, Information Technology or any other IT related degree obtained from a recognized academic Institution.
<p>Desirable</p>	<ul style="list-style-type: none"> a) Professional training in IT Specialized areas such as SQL Server, Unix / Linux
<p>Knowledge</p>	<ul style="list-style-type: none"> b) Good knowledge of Database architecture and Design, complex data structures, PL/SQL programing c) Knowledge of Database backup and recovery scenarios.
<p>Special Skills and Attributes</p>	<ul style="list-style-type: none"> a) Should have sound communication skills b) The incumbent should have the ability to contain pressure and deliver under stressful environments c) S/he should possess an impeccable record of integrity d) S/he should have good interpersonal relationships and client centrisim behaviors e) Ability to work under minimum supervision and willingness to undertake any responsibility and adherence to deadlines f) Ability to work as part of a team g) The incumbent should be agile, punctual and disciplined