

Job Description

Position:	Manager, Database Administration
Department:	MIS and Analytics
Reporting to:	Head of MIS and Analytics
Location:	Headquarter

I. Duties and Responsibilities

1. Database Administrator:

- Establish the needs of users and monitor user access and security.
- Monitor performance and manage parameters in order to provide fast responses to front-end users.
- Map out the conceptual design for a planned database.
- Consider both back-end organization of data and front-end accessibility for end-users.
- Install, manage and maintain various bank's database platforms and Oracle database including Oracle WebLogic and Linux operating system platform.
- SQL, Oracle database issue diagnostic and checking.
- Conduct databases and Server Capacity planning.
- Recommends solutions by defining database physical structure and functional capabilities, database security, data back-up, and recovery specifications.
- Write database documentation, including data standards, procedures and definitions for the data dictionary (metadata).
- Communicate regularly with technical, applications and operational staff to ensure database integrity and security.
- Database housekeeping, purging and achieving.
- Install, Manage and Maintain & Configuration Oracle Data Guard.
- SQL Server Always On.
- Database High Availability RAC and RAC One Node.
- Database High Availability On ODA.
- Installation, Configuration database Oracle (10g, 11g, 12c,19C,21C) - Archive data, Maintenance, backup, restore, recovery of database.
- Planning storage, backup and restore database.
- ASM DISK Grid infrastructure.
- Performance monitoring database Console, Oracle Enterprise Manager OEM13C.
- backup/restore, switchover, failover database and.
- performance security on database (TDE).

- Apply Database Security (set rule of users, TDE, enable database vault, set Audit vault, proxy IP, ...).
- MSSQL (Create & Drop & Backup & Restore Tuning (Partition, index, shrink archive,)), Configuration Replication to DR using Always on and Mirroring).
- MySQL (Create & Drop & Backup & Restore Tuning (Partition, index, shrink archive,)), Configuration Replication to DR).
- PostgreSQL (Create & Drop & Backup & Restore Tuning (Partition, index, shrink archive,)), Configuration Replication to DR).
- WebLogic (Create & Drop & Backup & Restore & Tuning).
- WebLogic Single Instance and Cluster.
- Install WebLogic and OHS patches, service packs etc.
- Lead DBA.
- Support Project Relevant Banking Sector.

2. Disaster Recovery:

- Assist in developing, managing and testing back-up and recovery plans.
- Perform system failure analysis and recovery ensuring consistency and integrity of underlying data.
- Perform Capacity, Disaster Recovery & Business continuity planning and be responsible for the technology side related activities.
- Daily backup and restore databases.
- Manage the security and disaster recovery aspects of a database.

3. Database Performance Monitoring:

- Conduct database security audits and reviews and take related corrective actions.
- Monitor database and network availabilities KPIs and report on exceptions while initiating corrective actions.
- Performance monitoring database Console, Oracle Enterprise Manager 13C.
- Daily monitoring and healthy checking databases and Extra data Server System and AIX and Oracle Linux and Oracle Solaris SPARC and Oracle WebLogic.
- WebLogic Performance monitoring.
- Other tasks assign by the line manager.

II. Qualification

- Bachelor's degree in computer science and Engineering or Master of Science information Technology Engineering.
- At least 10 year-experiences in DBA & Oracle Linux.
- Experience with Oracle, MS SQL, MySQL, PostgreSQL database administration.

II. Qualification

- Experience in troubleshooting and resolving database or server problems.
- Knowledge in database performance tuning and optimization
- Knowledge of (HA) High Availability and (DR) Disaster Recovery.
- Experience with database backups, restore, recovery and security.
- Knowledge of Oracle WebLogic, Fusion Middleware is plus.
- Good communication, commitment, teamwork and documentation skills.
- Good problem solver focused and dedicated developer with ability to work on your own as well as with a team.
- Windows and Linux System Administration and support.
- Knowledge of Linux OS, Oracle Linux.
- Holding Oracle Certified Associate (OCA) or Oracle Certified Professional (OCP) is plus.
- Computer Science, Management Skill, Communication, English.