



SENIOR DATABASE ADMINISTRATOR

COMPETITION: #2369-50175806

SECTION: Data & Development Services, Information & Communications Technology
STATUS: Regular full-time EXEMPT
HOURS OF WORK: Monday to Thursday, 8:00 a.m. to 5:00 p.m.
SALARY: Pay Range 80 - \$48.89 to \$61.11 per hour
COMPETITION END DATE: Friday, December 15, 2023

Responsible for planning, developing, and executing data tier initiatives and solutions; ensures the security, privacy, and confidentiality of data stored in police information management systems in accordance with the *Police Act* of the Province of British Columbia.

ESSENTIAL DUTIES

- Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams, and documents the process
- Reviews, evaluates, designs, implements, and maintains Departmental databases
- Develops data models and writes code for database construction, modification, and access
- Identifies business rules relating to data integrity and incorporates these rules and constraints into the data model
- Assesses factors such as performance, maintainability, scalability, and security
- Manages and maintains database architecture for high availability and high performance
- Manages and maintains backup, disaster recovery, and business continuity for the data tier
- Ensures the overall security and confidentiality of databases including system backups
- Designs, monitors, and measures data tier activities such as data management, business intelligence, and data integration
- Responsible for implementing data strategies, standards, and procedures at an enterprise level
- Ensures that data is available, reliable, consistent, accessible, secure, and timely to support the VPD
- Manages resources, participates in the hiring for Data and Development Services Unit
- Supervises the daily activities of the DSU Team and provides guidance, support, and training when necessary
- Creates and executes project work plans and revises as appropriate to meet changing needs and requirements
- Identifies resources needed and assigns individual responsibilities
- Manages day-to-day operational aspects of a project and scope
- Effectively applies VPD project management methodology and enforces project standards
- Ensures issues are identified, tracked, reported, and resolved in a timely manner
- Coordinates and communicates with end users, management, staff, and vendors on project issues and status
- Analyzes user and application needs, and determines and evaluates solutions and approaches to meet those needs, and selects the optimal technology solution
- Consults with users to identify and document software/system purpose, work flow, and output needs, to determine overall functional and technical system requirements and specifications
- Develops alternative solutions, conducts feasibility studies, and recommends the most suitable solution that aligns with the VPD's strategic goals and objectives
- Evaluates the procurement of third party software
- Investigates application errors and problems, and liaises with vendors to resolve any issues
- Oversees and provides technical assistance for upgrading, implementing, and integrating business applications
- Recommends possible development tools and technologies
- Assists in technical and financial analysis of new technologies and architectures
- Other related duties and responsibilities as assigned



KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of business applications, application development tools, server technology and software, data architecture design, and system integration between business applications and across technical platforms
- Demonstrates understanding of computational algorithms and optimization
- Knowledge of relational database design and standards
- Knowledge of analytics and business intelligence platforms
- Experience with SQL, Transact SQL, SQL Server, Power BI
- Experience with Java and .NET
- Knowledge of storage technologies, networks, server architecture and server virtualization
- VMware implementation, management, monitoring, and troubleshooting skills
- Ability to establish and maintain effective working relationships in a team environment
- Demonstrated ability to communicate both verbally and written
- Strong customer service delivery attitude

EXPERIENCE

Required:

- Minimum five years of experience working as a Database Administrator
- Experience administering and working with Microsoft SQL Server databases
- Experience working with Microsoft SQL Server products including: SSRS, SSIS, and SSDT
- Experience with creating and optimizing indexes
- Experience writing queries

Preferred:

- Experience working with IBM DB2
- Experience working with Power BI
- Experience working with VMWare

EDUCATION

Required:

- Diploma in computer science with an emphasis on Database Management OR a combination of formal training and work experience

Preferred:

- Bachelor's degree in computer science with an emphasis on database management
- Oracle & SQL certifications
- MCSE Data Platform certification
- MCSE Business Intelligence certification
- MCSE Data Management and Analytics
- Microsoft Certified Azure Database Administrator Associate
- Microsoft Certified Azure Data Engineer Associate
- Microsoft Certified Power Platform Solution Architect Expert

OTHER REQUIREMENTS

- All employees must maintain their enhanced security clearance while employed with the Vancouver Police Department, which will be renewed every five years or as required



SELECTION PROCESS

Candidates will be required to take a written test. Candidates must obtain a minimum 70% passing mark to move forward to the interview. Marks will be based on a 60% test and 40% interview.

NOTE: This position is exempt from the union.

Applicants should submit a resume via email to vpd.civilian.jobs@vpd.ca by 4:30 p.m. on the closing date. **The competition number must be indicated in the subject line of the email.**