

KYRENE SCHOOL DISTRICT, ARIZONA

CLASS SPECIFICATION

CLASS TITLE: Database Specialist

BAND	GRADE	SUBGRADE
B	2	2
DEPARTMENT: Information Technology	ACCOUNTABLE TO: Director	FLSA STATUS: Non-exempt
CLASS SUMMARY: Incumbent is responsible for designing, maintaining, and integrating logical and physical databases and database platforms. Duties include: assessing server requirements for data storage; writing queries; assisting others in creating applications; supporting those in the user support group; developing and designing databases; and, integrating databases and database platforms.		
DISTINGUISHING CHARACTERISTICS: The Database Specialist is a stand-alone classification which is distinguished from other classes by its focus on databases.		

DUTY NO.	ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)	FRE-QUENCY	BAND/ GRADE
1.	Supports those in user support groups by troubleshooting reported problems.	Daily	A1
2.	Develops and designs databases and integrates databases and database platforms.	Daily	B2
3.	Writes queries and implements new technology in the District.	Daily	B2
4.	Assists intranet developer in creating applications.	Monthly	B2
5.	Assesses server requirements for data storage by determining customer needs and data warehousing.	Monthly	B2
6.	Performs other duties of a similar nature or level.	As Required	N/B

KYRENE SCHOOL DISTRICT, ARIZONA

CLASS SPECIFICATION

CLASS TITLE: Database Specialist

Knowledge (position requirements at entry):

Knowledge of:

- Current computer and internet applications;
- Computer and network hardware;
- Web development.

Skills (position requirements at entry):

Skill in:

- Using computers and related software packages;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Training and Experience (position requirements at entry):

High School Diploma or General Equivalency Diploma (G.E.D.) and two years database development experience, or any combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

Licensing Requirements (position requirements at entry):

None required.

Physical Requirements:

Positions in this class typically require: kneeling, crouching, crawling, reaching, lifting, fingering, grasping, feeling, talking, hearing, seeing, and repetitive motions.

Incumbents may be subjected to moving mechanical parts and electrical currents.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

Classification History:

Draft prepared by Fox Lawson and Associates LLC (kw)

Date: 3/98