Position Title: Principal & Senior Database Administrator (DBA), CIMM.2

Department/Division: Information Management Department (CIMM), Infrastructure and Telecommunication Division (CIMM.2)

Supervisors’ Names & Title: Division Manager

Closing Date: 30 June 2013

Objectives: The principal activities of the Infrastructure Division (CIMM2) are to ensure that the infrastructure and data center systems of the Bank fit the needs of the Institution and function in an efficient and cost effective manner.

The African Development Bank’s data center infrastructure consists of three physical data centers in Tunis, Pretoria, and Abidjan with state of art servers, storage systems, virtualized systems and highly available network. The data centers support mission critical enterprise applications, such as SAP based ERP, BI, Oracle apps, Internet, Intranet, exchange email, Sharepoint, etc.

Among others Database administrator is responsible for the installation, design, configuration, upgrade, optimisation, and maintenance of databases and associated software products, in support of operational systems and the development environment.

Duties and Responsibilities: The Database Administrator is responsible for standards and design of physical data storage, maintenance, and access and security administration. Performs backup and recovery on Database Management Systems, configures database parameters and prototype designs against logical data models, and defines data repository requirements, data dictionaries and warehousing requirements. This position optimizes database access and allocates/re-allocates database resources for optimum configuration, database performance and cost.

- Act as technical consultant to vendors for complex database-related issues, systems, and implementation projects.
- Address a variety of database integration issues including synchronization between disparate databases, integration, maintenance/conversion, capacity planning issues, and new applications.
- Analyse and resolve database system production problems, including the analysis of user requirements and statistics.
- Contribute to the setting of standards for database objects (e.g. naming conventions) and ensures conformance to these standards.
- Control and manage database configuration including installing and upgrading software servers and application tools, ensuring that version control procedures are observed, applying fixes, and maintaining supplier and user documentation.
- Design, develop, and manage large complex databases that are located on multiple servers in diverse hardware environments.
- Develop an understanding of the business and build strong relationships with the Architecture, Support, Operations and App Dev teams.
- Develop new reports to satisfy stakeholder requirements.
- Ensure logical data models are mapped effectively and efficiently into physical data models that take advantage of the characteristics of the specific database management system used.
- Ensure proper security of all databases and their respective database management systems in accordance with security policies and procedures.
- Maintain a broad knowledge of state-of-the-art technology, equipment, and/or systems.
- Maintain availability and integrity of databases through multiple access schemes; facilitates sharing of common data by overseeing proper key and index management and data dictionary maintenance.
- Manage and develop database projects adhering to the methodologies, policies and procedures of the organization, including planning, co-ordinating and budgeting the staff a database resources.
- Manage technical, database-related projects encompassing the enterprise implementation of large-scale systems.

Selection Criteria (Including desirable skills, knowledge and experience)

- Excellent experience in database engineering or administration
- Excellent knowledge in Software that enables the user to create, populate and manipulate data structures. E.g.: SQL Server, DB2, Oracle, Informix, Sybase, Access, etc.
- Strong experience in OS system engineering and administration, Linux, Unix, and Windows
- Excellent experience in system scripting, such as PERL, PYTHON, Shell, etc
- Excellent problem solving and troubleshooting skills; ability to triage effectively under pressure.
- Ability to work in a fast-paced high-end customer focused corporate environment.
- Good organizational skills with the ability to prioritize and multi-task.
- Ability to work effectively both independently and within a team.
- Self-directed, detail-oriented with strong technical, people, & project management/leadership skills.
- Advanced ability to communicate effectively (verbally and in writing).
- Ability to exceed expectations projecting a calm and professional demeanor even during stressful situations.
• Accountable for client satisfaction; maintains/builds effective working relationships.
• Demonstrate flexibility (e.g., redeployment, off-hour setup requests, etc.)
• 5 Years Database Administration (CM) OR 5 Years Programming experience with extensive database design and implementation experience
• Takes a logical, analytical approach to problem solving and pays close attention to detail.
• Shows convincing communication skills, and can handle client/user contact effectively.
• Good understanding of IS concepts and practice and, especially, of object and data modelling, databases and database management systems, and the use of information as a resource
• Experience with Web-based applications.
• Vendor specific certifications on Database Admin are definitely a plus.

| Submitted by: | Clement OPARE, OIC, CHRM1 | Date: |
| Approved by:  | Clement OPARE, Acting Director CHRM | Date: |

Only applicants who fully meet the Bank's requirements and are being considered for interview will be contacted. Applicants will only be considered if they submit an online application, and attach a comprehensive Curriculum Vitae (CV). The President, AfDB, reserves the right to appoint a candidate at a lower level. The African Development Bank is an equal opportunities employer and female candidates are strongly encouraged to apply: www.afdb.org