Jessica Claire

Montgomery Street, San Francisco, CA 94105 · (555) 432-1000 · resumesample@example.com

PROFESSIONAL SUMMARY

A highly motivated Database Administrator with over 5+ years of comprehensive experience managing system and user databases. Strengths in troubleshooting and maintaining servers, systems and security to support smooth business operations. Proactive in establishing backup and recovery processes and protocols to protect and retain valuable company data.

SKILLS

- Excellent work ethic, professionalism, attention to detail, ability to work in highly collaborative team environment Highly self-motivated and adaptable to learning and understanding new technologies
- Good interpersonal skills; solid team player
- Database development
- Implementing security measures

- Work from Home experience
- Implementing security measures
- Microsoft Visualization
- Good listening skills

WORK HISTORY

SQL DATABASE ADMINISTRATOR
01/2020 to 06/2021

Asrc Federal Holding Company | White Sands Missile Range, NM

- Performed all day-to-day aspects of MS SQL database administration.
- Responsibilities include database design, installation, security, managing users and logins, performance.
- Created optimal technical solutions to user needs through research and in-depth system analysis.
- Produced high-standard database solutions to meet stability, reliability and performance metrics.
- Configured High Availability Solution- Always On Cluster, Traditional Failover Clustering, Database Mirroring and Log Shipping Installing and maintaining SQL Server database systems.
- Maintaining database systems includes but is not limited to ensuring successful backups, resolving system issues, opening cases with vendors to resolve issues, monitoring success and failure of automated jobs, monitor system availability, updating system documentation, system and database recovery.
- Used SQL Server Profiler, Extended Events, Query Store, Activity Monitor and Database Engine Tuning Advisor (DTA) for performance.
- Followed standard practices for migrating changes to test and production environments and provided technology support to meet business requirements, upgraded SQL Server 2012 to SQL Server 2016.
- Responded to and resolved all database access and performance issues.
- Setup and maintenance of appropriate database and application monitoring using IDERA monitoring tool.
- Setting up TDE and always encrypted Responded to and resolved all database access and performance issues Responded to and resolved all database access and performance issues.
- Experience with agile environments and others.

MSSQL DATABASE ADMINISTRATOR
08/2019 to 02/2020

Leidos Holdings Inc. | Schenectady, NY

- Perform all day-to-day aspects of MS SQL database and Administration such as: Installations, configuration, upgrades, security, user management and Logins, performance tuning and monitoring, database Availability, backup and recovery, trouble shooting, and problem resolution.
- Produced high-standard database solutions to meet stability, reliability and performance metrics.
- Created optimal technical solutions to user needs through research and in depth system analysis.
- Involved in ensuring data recovery, maintenance, and data integrity and space requirements for physical database.
- Creating and Modifying Tables, Views, Indexes, Triggers etc as requirement on SQL Server Environments.
- Planning and implementation of Database backup/restore and disaster recovery.
- Automation of DBA Tasks and monitoring using both SQL inbuilt tools and third party tools.
- Responded to and resolved all database access and performance issues.
- Configured and supported replication and log shipping in both SQL 2014 and 2016.
- Oriented other database administrators on SQL Server management including upgrades and migration.
- Respond promptly to user complaints regarding access to database.
- Managed workload independently but collaborated with colleagues to complete larger scale tasks in distributed team environment.
- Planned and implemented security measures to safeguard vital business data.
- Set up and controlled user profiles and access levels for each database segment to protect important data.

SQL DBA
04/2016 to 04/2019

Apex Systems | Seal Beach, CA

- Planning and implementation of Database backup/restore and disaster recovery.
- Created optimal technical solutions to user needs through research and in-depth system analysis.
- Produced high-standard database solutions to meet stability, reliability and performance metrics.
- Installed SQL Server 2008 through 2016 on advanced servers, applied security fixes and patches.
- Documented processes for installations, clustering, availability group setup, and patching.
- Maintained database response times in 24/7 Production environments Capacity Planning and resource allocation.
- Monitoring standby Databases to ensure high availability Setup Database Mail and Operator to alert when ever any automated job fails.
- Used Azure Active Directory authentication.
- Performed Database Migration from On-Premises SQL environment to Azure Database in cloud. Implementation of snapshot isolation and DDL triggers Followed standard practices for migrating changes to test and production environments and provided technology support to meet business requirements.

EDUCATION

Bachelor of Arts | History
07/2015
University of Bamenda , Cameroon

High School Diploma
07/2010
Saint Mary's Catholic Comprehensive High School, Cameroon

CERTIFICATIONS

- Certified Microsoft Technology Associate
- Certified Microsoft SQL Server
- Certified Microsoft Office
- Certified Professional Scrum Master (PSM 1)
- Knowledgeable in QlikView and Qlik Sense Developer

ACCOMPLISHMENTS

- Increased efficiency 25% by providing optimum database performance with efficient backup and restore processes.
- Recovered data during a disaster to a point in-time using Database Backup and Recovery model.
- Documented and resolved down time using the company SLA which led to less downtime in the production environment and high productivity.
- Improve performance and grant access to database users using the principle of lease privilege.
- Advanced skills in IDERA Tool.
- Used Microsoft Excel to develop inventory tracking spreadsheets.