

# JESSICA CLAIRE

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## PROFESSIONAL SUMMARY

Highly motivated and Successful SQL Database Administrator with 7 years of experience in database development and production environments. Areas of expertise include maintenance and security. Proactive in establishing backup and recovery processes and protocols to protect and retain valuable company data. Average in [T-SQL] language. Have administered and provisioned SQL servers 2005, 2008, 2012, 2014, 2016, 2017, and 2019 in Production, Test Development, and Clustered Environments. I am a Highly motivated self-starter with strong interpersonal and persuasive communication, outstanding problem solving, and active listening skills. Having worked in several agile environments as the only DBA and with teams. Experience spans: Installation and Configuration of SQL Server, Performance Tuning, High Availability and Disaster Recovery/Disaster prevention, Database Refresh, SQL Server Upgrades and Patches, Active directory, and other Windows server features.

## SKILLS

- Database Optimization
- Data Conversion and Migration
- Performance Tuning
- SQL Automation
- Database Security
- SQL Server HA and DR
- Team Building & Leadership
- Database Mirroring
- SQL Server Reporting Services
- Implementing Security Measures
- Backup and Restoration Procedures
- Active Directory
- SQL & Windows Cluster Development
- Complex Conflict Resolution
- T-SQL Writing Skill

## WORK HISTORY

- 01/2021 to Current **SQL Server Database Administrator**  
**Adt Security Services, Inc – Tempe, AZ**
  - Produced high-standard database solutions to meet stability, reliability, and performance metrics.
  - Managed workload independently but collaborated with colleagues to complete larger-scale tasks in a distributed team environment.
  - Administered, supported, and monitored databases by proactively resolving database issues and maintaining servers.
  - Responded to and resolved all database access and performance issues.
  - Oriented other database administrators on SQL Server management including upgrades and migration.
  - Ensured databases adhere to corporate standards and policies, including database auditing.
  - Installed and upgrade SQL Server 2012 or greater and, applied security fixes.
  - SQL Server Profiler, Extended Events, Query Store and Database Engine Tuning Advisor (DTA) for performance.
  - In charge of Server Lease Replacement, Server Decommissioning for the entire Datacenter
  - Management of Azure and services
  - Provision of Azure databases, Managed Instances, elastic pools, and Azure VMs
  - Performed Database Migration from an On-Premises SQL environment to Azure Database in the cloud
  - Installed and configured MS SQL Server VM in Azure Database
  - Build and configure Window Clusters for different HA Solutions
  - Management of Azure and services
  - Managed and reduced cost by effectively monitoring the databases elastic pool
  - Used Azure Active Directory authentication, Temporal Tables
  - Performed all day-to-day aspects of MS SQL database administration. Responsibilities include database design, installation, configuration, upgrades, security, managing users and logins, performance monitoring and tuning, database availability, backup, and recovery, troubleshooting and problem resolution.
  - Configured High Availability Solution- Always On Cluster, Traditional Failover Clustering, Database Mirroring and Log Shipping.
  - Involved in ensuring data recovery, maintenance, and data integrity and space requirements for physical database. Creating and Modifying Tables, Stored Procedures, Views, Indexes, User-defined Functions and Triggers etc. as requirement on SQL Server Environments.

- 02/2017 to 12/2020 **MSSQL Database Administrator**

- Texas Department Of Criminal Justice – City, STATE**
  - Set up security and access profiles and procedures for database system administrators.
  - Implemented MS SQL Cluster (Active/Passive & Active/Active)
  - Created, administered & maintained SQL Server Databases for Production, Development, Test, and Staging Environment for various groups such as Developer, QA, BA, and User.
  - Managed security by defining roles and rights.
  - Handled Fine-Tuning Operating System in coordination with Server and Network Administrator to utilize maximum resources for Database and Applications.
  - Monitored database server performance and if required go for tuning TSQL queries, Stored procedures.
  - Configured database software, associated database tools, and performance monitoring software.
  - Performed database/infrastructure physical design, database upgrades & applied software patches to databases as per application/client requirements.
  - Developed & maintained scripts, utility jobs, or implement needed software for database maintenance.
  - Implemented & managed database clustering, failover, and load balance technologies as per client requirements.
  - Developed, tested & implemented a robust database backup and recovery strategy with client assistance.
  - Monitored data activities such as database status, logs, space utilization, extents, Checkpoints, locks, and long transactions.
  - Suggested Application-level tuning changes for code, queries, and SQL objects that may not be performing up to optimum database performance standards.
  - Adhered to Change Control Procedures and developed & executed scripted change requests in accordance with change control procedures.

- 03/2015 to 04/2017 **Jr. SQL Server Database Administrator**

- Camtel Cameroon Inc. – City, STATE**
  - Use documented procedures to implement common fixes for production issues.
  - Support portfolio of products using Microsoft SQL Server 2008 through 2016, standard and enterprise editions, and installed on-premises and in the cloud.
  - Use templates to apply data fixes and reports.
  - Use Agile tools and ticketing systems as a queue for work.
  - Use monitoring dashboards and alerting to address and communicate issues proactively.
  - Able to judge when help is needed and escalate using provided incident response tools.
  - Participate in database release management processes for development, testing, production environments, and an array of products.
  - Help identify documentation opportunities for senior staff.
  - Review, update, and create quality documentation of processes and environments within the purview.
  - Depending on the final schedule, may be expected to participate in an on-call rotation.
  - Monitor performance of database systems resources and query throughput
  - Optimize SQL Code as necessary
  - Monitor and maintain database storage resources
  - Monitor and maintain database maintenance plans for backups, index rebuild/defragment, and database statistics
  - SQL Server Installation, Upgrades, Migrations and Configuration
  - Install database software service packs and cumulative updates as necessary
  - Maintain database documentation as required
  - Maintain and administer database security access
  - Perform database Ad-hoc backups and restores
  - Troubleshoot and resolve database connectivity issues
  - Follow Change Management processes to implement database configuration changes
  - Follow Problem Management processes to troubleshoot and resolve recurring issues
  - Proactively monitor and respond to MSSQL database Alerts.
  - On-call requirements to ensure 24 x 7 support of database operations

## EDUCATION

- 01/2015 **Certificate: Microsoft SQL Server Database Administrator**

KiwitechIT Academy - Tx

- 12/2006

**Bachelor of Science**

University of Buea - Cameroon

## LANGUAGES

english:

Negotiated:

French:

Negotiated:

## ADDITIONAL INFORMATION

Reference | Upon Request