

# Your Name

[email@address.co.uk](mailto:email@address.co.uk)

07712 345678

99 Example Street, Example Town, Example City, EX4 3PL

[Find out more about which personal details you should include](#)

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## PERSONAL STATEMENT

[Find out how to write the perfect personal statement](#)

As an experienced Database Administrator I'm looking to develop my career within a role where I can use my database security and recovery expertise.

I have an in-depth knowledge of various bespoke databases and have developed skills in performance analysis and hardware configuration.

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## EMPLOYMENT HISTORY

[Find out how to list your previous experience on your CV](#)

### Database Administrator

Monumental Technology Ltd | South East London | [www.monster.co.uk](http://www.monster.co.uk)

MM.YY > MM.YY

#### Key Achievements

- Installed a new DBMS and managed testing schedule before successful deployment into a production environment
- Analysed data and made performance recommendations that increased storage efficiency by 70%
- Successfully managed the combination of two databases after a company merger

### Database Administrator

Bonnytech Worldwide | Kingston | [www.monster.co.uk](http://www.monster.co.uk)

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#### Key Achievements

- Managed preliminary design stages for a new database including requirement analysis and contingency plans which helped deliver an award winning project on time and on budget
- Optimised the system layouts to provide an improved end user experience
- Worked closely with the system administrator to perform software installations and hardware configuration so they improved connectivity with the DBMS

### IT Helpdesk Assistant

Telecomsticate Services | Kingston | [www.monster.co.uk](http://www.monster.co.uk)

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#### Key Achievements

- Increased IT response times by 20% by introducing new procedures
- Created an automated data back-up system to improve data security and recovery processes