

Peter Smith

324 Spring Meadow Lane
New York, NY, 10003
(212) 456-1414
petersmith@gmail.com

PROFESSIONAL EXPERIENCE

AMS SYSTEMS, New York, NY

Database Administrator II, Jun 2003 – present

- Approve, schedule, plan, and supervise the installation and testing of new products and improvements to computer systems such as the installation of new databases.
- Develop data model describing data elements and how they are used, following procedures and using pen, template or computer software.
- Develop methods for integrating different products so they work properly together such as customizing commercial databases to fit specific needs.
- Modify existing databases and database management systems or direct programmers and analysts to make changes.
- Plan, coordinate and implement security measures to safeguard information in computer files against accidental or unauthorized damage, modification or disclosure.
- Work as part of a project team to coordinate database development and determine project scope and limitations.
- Test programs or databases, correct errors and make necessary modifications.
- Write and code logical and physical database descriptions and specify identifiers of database to management system or direct others in coding descriptions.
- Train users and answer questions.

Database Administrator I, Jan 2001 – Jun 2003

- Establish and calculate optimum values for database parameters, using manuals and calculator.
- Review procedures in database management system manuals for making changes to database.
- Review workflow charts developed by programmer analyst to understand tasks computer will perform, such as updating records.
- Specify users and user access levels for each segment of database.
- Identify and evaluate industry trends in database systems to serve as a source of information and advice for upper management.
- Review project requests describing database user needs to estimate time and cost required to accomplish project.

EDUCATION

New York City College, New York, NY United States

Bachelor of Science in Database Administration, May 2000

TECHNICAL SKILLS

- Backup or archival software – Acronis Recovery Expert, BMC Catalog Manager, BMC Recovery Manager RMAN
- Data base reporting software – Oracle Reports, Oracle SQL Loader, Oracle SQL Plus, ReCrystallize Crystal Reports
- Object oriented data base management software – IBM Informix, PostgreSQL software
- Systems and data disaster recovery software – VERITAS NetBackup
- Clustering software – Cluster server software, Oracle Real Application Cluster RAC
- Data base management system software – BMC Change Manager, Embarcadero Technologies DBArtisan, IBM DB2, Microsoft SQL Server, MySQL software, Oracle DBMS, Oracle Enterprise Manager
- Database cloning software – Hewlett-Packard HP OmniBak II, IBM ADSTAR, Legato NetWorker
- Data base user interface and query software – Database query language, Structured query language SQL