



# City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

[per.lacity.org](http://per.lacity.org)

## DATABASE ARCHITECT

**Class Code: 1470**

**Open Date: 10-02-15**

**(Exam Open to All, including Current City Employees)**

### **ANNUAL SALARY**

\$90,097 to \$131,731

The salary in the Department of Water and Power is \$106,571 to \$132,400.

### **NOTES:**

1. The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.
2. **For information regarding reciprocity between City of Los Angeles departments and LADWP, go to:**  
[http://per.lacity.org/Reciprocity\\_CityDepts\\_and\\_DWP.pdf](http://per.lacity.org/Reciprocity_CityDepts_and_DWP.pdf).

### **DUTIES**

A Database Architect performs technical and administrative work in the development of standards, methods, techniques, procedures, data analyses, data designs, and database implementations necessary for the productive use, integration, sharing, standardization, integrity, security, availability, maintenance and operation of the City's electronic databases and assists in the overall management of the electronic databases; installs and configures database software and related administration tools and utilities; develops and implements production scripts for database maintenance tasks; designs, develops and implements databases; enforces databases integrity; monitors and tunes database performance; tunes and optimizes SQL statements and database/system parameters; develops and conducts training; utilizes database tools to perform various types of database backups and recoveries; ensures database security and compliance with SB1386 or data privacy acts; researches current database issues and technologies; assist application developer to apply sound database technology to new application; may supervise other technical employees in the performance of this work; and performs related duties.

### **REQUIREMENTS**

1. A bachelor's degree from an accredited four-year college or university in information systems, software engineering, computer engineering, computer science, or a related field; **AND EITHER**
2. Two years of full-time paid experience installing, administering, tuning, and maintaining databases in a medium to large scale production environment in one of the following database platforms: Oracle, DB2, or SQL Server, in a position at the level of Senior Systems Analyst I, Systems Programmer I, or Programmer Analyst IV with the City of Los Angeles; **OR**
3. Two years of full-time paid experience as a database architect or database administrator in the information technology industry installing, administering, tuning, and maintaining medium to large scale production databases in one of the following database platforms: Oracle, DB2, or SQL Server.

A DBA professional certification in one of the following databases may be substituted for up to one year of the required experience:

- a. Oracle Database, version 10g or higher - Any operating system, Oracle Certified Professional (OCP)
- b. DB2 Universal Database, version 8 or higher - Any operating system, IBM Certified Database Administrator
- c. Microsoft SQL Server version 2005 or higher - Microsoft Certified Database Administrator (MCDBA)

### **NOTES:**

1. **In addition to the regular City application, all applicants must complete a Database Architect Qualifications Questionnaire at the time of filing. The Database Architect Qualifications Questionnaire is located within the Supplemental Questions section of the City application. Applicants who fail to complete the Qualifications Questionnaire will not be considered further in this examination, and their application will not be processed.**
2. Applicants who lack six months or less of the required experience may file for this examination. However, they cannot be appointed until the full experience requirement is met.
3. Some positions may require a valid California driver's license. Candidates may not be eligible for appointment to these positions if their record within the last 36 months reflects three or more moving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
4. Please note that qualifying education must be from a college or university accredited by a City of Los Angeles recognized agency. A list of approved accrediting agencies can be found at <http://per.lacity.org/Accredited%20Institutions%2008-21-08.pdf>.
5. Candidates completing the exam process will be contacted by the Personnel Department to provide required proof of qualifying degree.

## **SELECTIVE CERTIFICATION**

In accordance with Charter Section 1010 (b) and Civil Service Rule 5.31, selective certification will be used for some positions that require special skills and/or training in one or more of the following areas. Only persons possessing the following may be considered for appointment to fill such positions:

1. A DBA professional certification in one of the following databases:
  - a. Oracle Database, version 10g or higher – Any operating system, Oracle Certified Professional (OCP)
  - b. DB2 Universal Database, version 8 or higher – Any operating system, IBM Certified Database Administrator
  - c. Microsoft SQL Server, version 2005 or higher, Microsoft Certified Database Administrator (MCDBA)
2. Two years of full-time paid experience in the administration of one of the following databases and obtaining a passing score on the multiple choice skills assessment test.
  - a. Oracle
  - b. DB2 UDB (non z/OS)
  - c. DB2 UDB (for z/OS)
  - d. SQL Server
3. Six months of full-time paid experience in the administration of databases supporting Enterprise Resource Planning (ERP) packages such as AMS Advantage Financial, Peoplesoft, SAP or Oracle Financials.
4. Six months of full-time paid experience in the administration, configuration, and use of a Data Warehouse using Extract Transformation and Load (ETL) tools, such as Cognos Data Manager, Oracle Data Warehouse Builder, Oracle Data Integrator or Pervasive Data Integrator.

## **NOTES:**

1. Selective Certification 1 requires Certificate(s) of Completion. The certificate must be attached to the online application BEFORE the application is submitted. If the certificate is attached AFTER the online application has been submitted, it will not be available to the City and applicants WILL NOT be credited with having submitted the certificate. Applicants who fail to submit the certificate at the time of filing by attaching it to the online application will not be considered for this part of selective certification.
2. Selective Certification 2 requires a passing score on the written multiple-choice skills assessment test. Candidates will be required to take the skills assessment test on the day of the qualifying multiple choice test. Further details will be forthcoming pertaining to the scheduling of these tests.
3. Selective certification 3 and 4 require that you clearly specify your qualifying experience on the Qualifications Questionnaire. Your qualifications will be assessed during the interview.
4. The City of Los Angeles maintains a large heterogeneous computing environment, which consists of database servers ranging from Intel X-86 based architecture to IBM zSeries 890, 990, z9 or z10 class mainframe computers. In addition, a multitude of operating systems are in use ranging from Windows through various Unix varieties to IBM z/OS. Database Management Systems (DBMS) in use include DB2, Microsoft SQL Server and Oracle. These systems are utilized by a variety of batch and online processing systems. Candidates' experience should reflect as diverse an environment as possible.
5. It is especially desirable for candidates to have experience in data administration and/or database administration in the above environment, and to have a broad understanding of data management, database management, and data access systems.

## **WHERE TO APPLY**

Applications will only be accepted on-line. **When you are viewing the on-line job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** On-line job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm> for Open Competitive Examinations and at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

## **NOTE:**

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

## **APPLICATION DEADLINE**

**Applications and Qualifications Questionnaires must be received by THURSDAY, OCTOBER 15, 2015.**

In accordance with Civil Service Rule 4.2, all applicants who apply may not be tested in this examination. To meet anticipated hiring needs, only a limited number of qualified applicants will be invited to participate in the written test in the following order: 1) Los Angeles City Promotional applicants who meet the minimum requirements. You must have received a regular appointment to a City position or be on a reserve list to apply for this examination as a promotional candidate; 2) Applicants currently employed by the City of Los Angeles on a part-time or exempt basis who meet the minimum requirements; 3) Remaining applicants who meet the minimum requirements in sufficient numbers to meet hiring needs in the order that applications were received. Applications submitted during the filing period will be kept on file for two years from October 2, 2015 in the event that additional applicants need to be tested to meet hiring needs.

## **QUALIFICATIONS REVIEW**

Should a large number of qualified candidates file for this examination, each candidate's qualifications for the position of Database Architect may be evaluated based on the candidate's Qualifications Questionnaire. Those candidates considered possessing the greatest likelihood of successfully performing the duties of a Database Architect based solely on the information submitted for qualifications review will continue in the selection process.

## **SELECTION PROCESS**

**Examination Weight:** Written Test ..... **Qualifying**  
Interview ..... **100%**

The examination will consist of a qualifying multiple-choice written test and an interview. In the qualifying written test, the following competencies may be evaluated: analytical ability and job knowledge.

Candidates will be notified later by e-mail of the time and location of the written test which will be administered in a single half-day session on **SATURDAY, DECEMBER 12, 2015**, in Los Angeles.

Additional information can be obtained by going to <http://per.lacity.org/eeo/JobAnalyses.htm> and clicking on Competencies under Database Architect.

### **Passing Score for the Qualifying Written Test**

The passing score for the qualifying written test will be determined by Personnel Department staff after the qualifying written test is administered. Consideration will be given to the number of candidates taking the test and the existing and anticipated number of vacancies, such that there are a sufficient number of eligibles on the list to satisfy current and future vacancies for the next two years. **Therefore, the passing score for the qualifying multiple-choice written test may be set either above or below 70%.**

Candidates must achieve a passing score on the qualifying multiple-choice test in order to be scheduled for the interview.

The examination score will be based entirely on the interview. In the interview, the following competencies may be evaluated: judgment and decision making; analytical ability; attention to detail; initiative; innovation; job knowledge; responsiveness and follow-up; teamwork; and other necessary skills, knowledge, and abilities.

The Qualifications Questionnaire will not be separately scored, but will be considered by the interview board in evaluating each candidate's qualifications. Candidates may expect the panel members to discuss this information during the interview. Qualifications Questionnaires submitted by candidates on the day of the interview will not be accepted for presentation to the interview board.

Candidates will be notified later by e-mail of the date, time, and location of the interview, which will be held in Los Angeles.

### **NOTES:**

1. This examination is based on a validation study and, as covered by Civil Service Commission Rule 4.20, the written test will not be subject to candidate inspection.
2. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Accommodation Form within 14 calendar days of the submittal of the City application. The Disability Accommodation Form can be obtained at [http://per.lacity.org/exams/verify\\_disability.pdf](http://per.lacity.org/exams/verify_disability.pdf).
3. The promotional list will ordinarily be used ahead of the open competitive list. However, if open competitive candidates receive a higher score, without military credits, than the highest available promotional candidate, after adding seniority credit at the rate of 0.25 of a point for each year of continuous classified City service, the Civil Service Commission, upon request of the appointing authority, may approve certification of such open competitive candidates ahead of the promotional candidates.
4. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
5. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
6. In conjunction with Civil Service Rules, applicants who are current eligible City employees or are on a reserve list will be considered Promotional candidates while all other applicants will be considered Open candidates.
7. A final average score of 70% in the interview portion of the examination is required to be placed on the eligible list.

### **Notice:**

*If you receive and accept an offer of employment to a regular position with the City of Los Angeles, your employee benefit coverage (including health and dental coverage as well as life insurance) will commence approximately six weeks after your original regular appointment. Not all positions in the City receive benefit coverage; you should inquire regarding the availability of employee benefits prior to accepting a position.*

### **THIS EXAMINATION IS TO BE GIVEN BOTH ON AN INTERDEPARTMENTAL PROMOTIONAL AND OPEN COMPETITIVE BASIS**

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.