1. Documented and communicated database schemas using accepted notations.
2. Designed data models for complex analysis needs.
3. Developed database architectural strategies at modeling, design and implementation stages to address business or industry requirements.
4. Planned and installed upgrades of database management system software to enhance database performance.
5. Managed identification, protection and use of data assets.
6. Collaborated with system architects, design analysts and others to understand business and industry requirements.
7. Gathered, defined and refined requirements, led project design and oversaw implementation.
8. Established and secured enterprise-wide data analytics structures.
9. Reviewed project requests describing database user needs to estimate time and cost required to accomplish projects.
10. Developed and delivered business information solutions.
11. Used coordination and planning skills to achieve results according to schedule.
12. Proved successful working within tight deadlines and fast-paced atmosphere.
13. Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
14. Maintained and repaired facilities, equipment and tools to achieve operational readiness, safety and cleanliness.
15. Developed and implemented performance improvement strategies and plans to promote continuous improvement.
16. Developed and maintained courteous and effective working relationships.
17. Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting.
18. Offered friendly and efficient service to all customers, handled challenging situations with ease.
19. Maintained excellent attendance record, consistently arriving to work on time.
20. Led [type] team in delivery of [type] project, resulting in [result].