

**Intercity Transit**  
**JOB TITLE: Database Developer**

<b>BAND</b> C	<b>GRADE</b> 4	<b>SUBGRADE</b> 1
<b>DEPARTMENT:</b> Administration Services	<b>DIVISION:</b> Information Systems (IS)	<b>FLSA STATUS:</b> Exempt
<b>SUPERVISION RECEIVED FROM:</b> IS Manager	<b>SUPERVISION EXERCISED OVER:</b> N/A	<b>PAY GRADE:</b> C41
<p><b>SUMMARY:</b>  The primary responsibility of this position is to design, develop, deploy and maintain database structures used to link data between disparate systems and functional areas to provide an integrated, standardized data environment to facilitate the consumption of data for the agency.</p>		
<p><b>DISTINGUISHING CHARACTERISTICS:</b>  This position is responsible for developing and maintaining data integrations tasks through advanced extract, load and transformation procedures, due to the variety of internal and external data sets using various data formats, using Microsoft SQL Server Integration Services (SSIS), complex stored procedures and Structure Query Language (SQL). This includes extracting, loading and transforming data between various business applications. This requires obtaining and interpreting business requirements, modeling and developing database structures such as schemas, tables and fields, and developing and testing complex SQL scripts.</p> <p>Subject areas that will be represented by potential Data Warehouse will include: vehicle and trip data, trip planning data, staff and position information including salary/payroll data, financial data including expenditure, and revenue and budget information. Managing the data structures used across these functional areas requires not only advanced database skills such as creating tables, fields, functions and SQL design and query development but also a detailed understanding of the business.</p>		

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<b>DUTY NO.</b>	<b>ESSENTIAL DUTIES:</b> (These duties are a representative sample; position assignments may vary.)	<b>FRE-QUENCY</b>
1.	Develops, implements and supports data structures, procedures and documentation used to integrate data between disparate systems.	Daily 30% (C4)
2.	Develops the Structured Query Language (SQL) and extract, loads and transforms (ETL) procedures needed to combine, link and process data, from multiple data sets using a variety of formats, using Microsoft SQL Server Integration Services (SSIS) and Management Studio.	Daily 30% (C4)
3.	Assesses and validates the accuracy and quality of the final data set. Creates concise data reports with clear data visualizations.	Weekly 25% (C4)
4.	Develops the SQL code containing the Data Definition Language (DDL) used to process and maintain the data.	Monthly 10% (C4)
5.	Be strategic in choosing business intelligence tools to produce a report that is easy to consume by external stakeholders. Options include, but are not limited to, Microsoft SQL Server Reporting Services (SSRS), Microsoft Access or Excel.	Weekly 10% (C4)
6.	Develops and maintains technical documentation.	Weekly 15% (C4)
7.	Designs, tests and implements database objects such as tables and views, Structured Query Language (SQL) scripts and stored procedures, metadata documentation such as data dictionaries, and process documentation.	Weekly 10% (C4)
8.	Designs, develops and maintains procedures to create a system wide delivery of data.	Monthly 10% (C4)
9.	Performs other duties of a similar nature or level.	As Required
10.	Must meet regular time and attendance standards.	Always

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**Knowledge** (position requirements at entry):

Knowledge of:

- System performance and reliability principles;
- Microsoft Office applications (Word, Excel, Access, PowerPoint, Outlook);
- Microsoft Visio;
- Applicable operating systems;
- Applicable hardware devices and drivers.

**Skills** (position requirements at entry):

Skill in:

- Applicable Microsoft certification;
- Knowledge in relational database management and troubleshooting;
- Defining problems, collecting data, establishing facts, drawing conclusions, and making appropriate recommendations;
- Administering database servers;
- Operating computers and related software applications;
- Providing excellent customer service;
- Preparing reports;
- Establishing and maintaining effective working relations with others;
- Strong communication and interpersonal skills.

**Training and Experience** (position requirements at entry):

Associate's Degree and four years of progressively responsible database administration, business intelligence, or data management/analytics experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

**Licensing Requirements** (position requirements at entry):

Washington Driver's License or the ability to respond in a timely manner to issues arising throughout the Intercity Transit service area on a 24-7 basis.

One or more of the following is preferred:

- MCSA SQL Certification;
- ORACLE Certification;
- Other industry recognized certifications.

Must submit to criminal background check the results of which must meet hiring criteria for the role.

**Physical Requirements:**

Positions in this class typically require: stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

Incumbents may be subjected to moving mechanical parts, workspace restrictions, and travel.

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

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**NOTE:**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

**Classification History:**

New position prepared by Sara Bradley, HR.

Date: 8/2/19