## Database Analyst

### (Job Number: 76735BR)

<table>
<thead>
<tr>
<th>Campus Location</th>
<th>Tempe</th>
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<tbody>
<tr>
<td>Department Name</td>
<td>Mary Lou Fulton Teachers College</td>
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<tr>
<td>Full-Time/Part-Time</td>
<td>Full-time</td>
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<tr>
<td>Grant Funded Position</td>
<td>This is not a grant-funded position and is not contingent on future grant funding</td>
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<tr>
<td>Salary</td>
<td>Depends on Experience</td>
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<tr>
<td>Close Date</td>
<td>March 28, 2022</td>
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**Job Description**

The Database Analyst with Mary Lou Fulton Teachers College (MLFTC) is responsible for coordinating and monitoring the design, development, modification and implementation of information technology applications and databases. This position provides technical support and leadership for the database environments by working within the ASU analytics environment (AUDB), creating/managing tables, loading data, creating/managing SQL queries from various systems, creating reports and/or visualizations to provide data to stakeholders. This position reports to the Information Technology Manager, MLFTC Technology Operations Team.

Mary Lou Fulton Teachers College operates on the ASU West, Tempe and Poly campuses. We also operate programs and grants at school sites around Arizona, the United States and in other countries. This position is being posted for hire on the ASU Tempe Campus but can reside on the West Campus. Travel will be required between campuses as needed.

**Essential Duties**

- Develops methodology for the ongoing assessment of database performance; identifies and resolves conflicts arising over the creation, control and use of data
- Works collaboratively with users and team members to gather requirements; develops project specifications, scope and estimated effort; develops database design, table structure and writes stored procedures to meet user objectives/outcomes
- Identifies and troubleshoots errors and/or problems with applications; develops scripts to run programs; manages data loads; reviews the results and implements modifications to correct errors; works collaboratively with involved stakeholders to facilitate timely resolution; escalates as appropriate
- Administers all database permissions; updates database to ensure accuracy and validity of data; establishes and monitors security guidelines
- Works closely and collaboratively with team to identify relevant data sources, develop and/or modify database structures as appropriate
- Monitors database performance, identifies potential areas for improvement, makes modifications as appropriate; works collaboratively with Server team as needed
- Participate as either leader or team member in a wide variety of projects to develop and improve routine procedures through use of innovative and technology supported solutions; prepares associated documentation and end-user training
• Remains abreast of technology directions, initiatives and trends within scope of expertise to provide ideas, guidance and recommendations
• Write/manage SQL queries for various database systems
• Develops, deploys, and maintains web applications as required
• Analyzes specifications for software needs and database design

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<th>Minimum Qualifications</th>
<th>Bachelor’s degree in Information Technology or closely related field and 2 years database modeling, creating and editing stored procedures including needs assessment of enterprise wide database needs OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.</th>
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| Desired Qualifications | • Evidence of effective communication skills, both verbal and written  
• Experience in working both independently and as part of a team  
• Experience in establishing, developing, and maintaining effective, cooperative working relationships both within and across organizational areas  
• Experience in process improvement methods and approaches  
• Evidence of problem-solving skills with the ability to identify opportunities for use of technology solutions to improve efficiency and reduce errors  
• Experience with data collection and analysis methods, techniques, and procedures  
• Experience working with Microsoft Office 365 tools (Office Suite, SharePoint, Visio, Project) and Google Workspace tools (Sheets, Forms, etc.)  
• Strong understanding of the principles, methods and techniques of relational databases to support user initiatives through proficient use of physical and logical database design  
• Ability to develop and execute queries within a relational database and/or data warehouse, including but not limited to Redshift, Aurora (ODS and AUDB), Oracle, SQL, PostgreSQL, etc.  
• Experience with ETL process  
• Knowledge of languages including but not limited to Java, JavaScript, C++, C, Python, XML, HTML  
• Knowledge of cloud hosted services including AWS and Azure  
• Experience with a variety of toolsets, including but not limited to, AWS data warehouse tools (Red Shift), analytics tools (Alteryx), creating visualizations (Tableau, Power BI, etc.) |

| Working Environment | Activities are primarily performed in a regular, climate-controlled office setting subject to extended periods of sitting, standing, walking. Visual acuity and manual dexterity associated with daily use of desktop computer; bending, stooping, reaching and lifting up to 20 pounds. Ability to clearly communicate verbally in English, read, write, see, and hear to perform essential duties. Regular review of completed tasks. |

| Department Statement | ASU's Mary Lou Fulton Teachers College creates knowledge, mobilizes people, and takes action to improve education. Nationally recognized as a leader in teacher preparation, leadership development and scholarly research, Mary Lou Fulton Teachers College prepares over 7,600 educators annually. MLFTC faculty create knowledge by drawing from a wide range of academic disciplines to gain insight into important questions about the process of learning, the practice of teaching and the effects of education policy. MLFTC mobilizes people through bachelor's, master's and doctoral degree programs, through non-degree professional development programs and through socially embedded, multilateral community engagement. |
MLFTC takes action by bringing people and ideas together to increase the capabilities of individual educators and the performance of education systems.

Aligned with ASU’s commitment to justice, equity, diversity and inclusion, MLFTC is committed to advancing systemic equity in our curricula, programming and institutional relationships. The college’s core value of Principled Innovation connects individual decision making to the pursuit of systemic equity.

**ASU Statement**

Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 80,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

**COVID-19 Vaccination Requirements:** Arizona State University is a federal contractor and subject to federal regulations which may require you to produce a record of a COVID-19 vaccination. For questions about medical or religious accommodations, please [visit the Office of Diversity, Equity and Inclusion’s webpage](https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf).

ASU is a tobacco-free university. For details visit [https://wellness.asu.edu/explore-wellness/body/alcohol-and-drugs/tobacco](https://wellness.asu.edu/explore-wellness/body/alcohol-and-drugs/tobacco).

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

**Notice of Availability of the ASU Annual Security and Fire Safety Report**

In compliance with federal law, ASU prepares an annual report on campus security and fire safety programs and resources. ASU’s Annual Security and Fire Safety Report is available online at [https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf](https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf). You may request a hard copy of the report by contacting the ASU Police Department at 480-965-3456.

Relocation Assistance – For information about schools, housing child resources, neighborhoods, hospitals, community events, and taxes, visit [https://cfo.asu.edu/az-resources](https://cfo.asu.edu/az-resources).

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<th><strong>Employment Verification</strong></th>
<th>ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.</th>
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<tr>
<td><strong>Fingerprint Check Statement</strong></td>
<td>This position is considered safety/security sensitive and will include a fingerprint check. Employment is contingent upon successful passing of the fingerprint check.</td>
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<tr>
<td><strong>Instructions to Apply</strong></td>
<td>Application deadline is 3:00PM Arizona time on the date indicated. Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.</td>
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Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.

ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.

Only electronic applications are accepted for this position. #76735BR