

## **Work Description for Data Base Management (Data base – Oracle/SQL)**

- ⑩ Creates and Maintains all database required for development, Testing and Production and education usage.
- ⑩ Performs the capacity planning required to create and maintain the database.
- ⑩ Performs ongoing tuning of the database instances.
- ⑩ Plans and implements backup and recovery of Oracle Database.
- ⑩ Implements and enforces security for all the oracle database.
- ⑩ Administers all database objects, including tables, clusters, indexes, views, sequences, packages and procedures.
- ⑩ Troubleshoots with problems regarding the database, applications and development tools.
- ⑩ Refresh DR and MIS database as per requirements.
- ⑩ Configure incremental oracle database backup using RMAN backup tool.
- ⑩ Check and resolves oracle deadlock issues.
- ⑩ Setup DB console if required.
- ⑩ Table space Management.
- ⑩ Database Analysis Reports.
- ⑩ Daily, weekly, Quarterly Backup and Recovery test.
- ⑩ Perform General technical trouble shooting and give consultations.
- ⑩ Plan growth and changes (Capacity Planning)
- ⑩ Setting up standby and test Database if required.
- ⑩ Monitoring users and transactions.
- ⑩ Documentation of Datacentre Setup.
- ⑩ Generation and submission of exceptions reports and audit trails.