



Job Specification

Database Administrator

Employment status: Permanent

Reporting to: DBA Lead

Location: JHB

About Healthbridge

At Healthbridge we believe in transforming healthcare to enhance people's lives. We creatively look for ways to make healthcare more affordable, accessible and effective for everyone. Our innovative solutions ensure that patients, healthcare providers and other role players in the healthcare ecosystem benefit by collaborating together.

We seek high performers with a positive, growth mindset who will thrive in a culture based on strong values, accountability, openness, collaboration and no politics.

About the team

The Digital team's specific role is to lead Healthbridge in becoming an exciting Digital business, delivering in the important portfolios of: Digital services for Doctors (Clinical and RCM), Switching and Integrations, Business Operations & Engineering and Infrastructure. This team works with, and supports, the Manage Value, Sell Value and Enable Value areas, in particular, to deliver value to clients and the Healthbridge business.

The Atoms team (IT Ops) is to 'make it look easy', by providing proactive IT support services, which enable our clients to focus on their passions.

About Growth

Growth opportunities at Healthbridge are wide and varied, with excellent growth opportunities within the role itself to become a specialist. We are a dynamic and growing company that rewards great performance with not only the standard progression (take-my-boss'-job) path, but also offers exciting opportunities to those wishing to expand their horizons.

About the Job



Role Purpose

Data is the gold of our organization, and is an investment to be nurtured, logistically looked after, to enable it to serve and create more value. You are the right hand of the primary data custodian, the Data Steward Manager. As the right hand you will ensure optimal health of several components of the database administration and deliver to specific goals (you will be able to decompose goals into interventions and task) as set by the Data Steward Manager.

You will do this by:

- Enabling a more efficient data environment, by automating and optimizing to a fully automated and managed environment.
- Being responsible to produce solutions for the performance optimization and scripting
- To provide operational database services to the organization



Description

- Supporting, tracking and escalating database related incidents and requests,
- Fulfilling requests and resolving incidents within SLAs,
- Reviewing service related reports (e.g: database backups, maintenance, monitoring) on a daily basis to ensure service related issues are identified and resolved within established SLAs,
- Responding to database related alerts and escalations to appropriate parties.
- SQL scheduled jobs Maintenance
- Daily backup review/maintenance
- SQL Server Version Upgrade and Compatibility testing
- Writing reports in T-SQL
- Creating and managing SSIS and DTS packages
- Ad-Hoc data extraction using T-SQL
- Reviewing and Implementing SQL best practices in the environment.
- Maintain Database Archive



Job Requirements

Qualifications & Experience

- Grade 12
- MS SQL qualifications
- MSSQL Database Administration experience
- SSIS ETL
- Experience in troubleshooting and resolving database problems.
- TSQL query writing
- Experience in report creation with SSRS
- 2 - 4 years DBA and SQL experience
- Basic Knowledge of mysql will be an advantage
- Knowledge on Redgate software will be an advantage

Knowledge and Skills

- Knowledge of Performance Tuning and Optimization (PTO), using native monitoring and troubleshooting tools.
- Knowledge of backup methods, restores and recovery models.
- Knowledge of implementing operational automation using scripts.
- Knowledge of indexes, index management, statistics and overall database maintenance

Technical Competence

- SQL across various versions
- SQL script writing competence
- Performance, report writing and troubleshooting
- Windows server

Behavioural Competence

- Customer service focused
- Able to work independently as well as within a team
- Able to work under pressure and display initiative

- Good problem solving skills
- Good communication and documentation skills
- Detail focused
- Organized and able to meet deadlines