DEPARTMENT: Finance
POSITION: Database Architect

POSITION SUMMARY

The Database Architect is responsible for designing methods to store, analyze, utilize, and organize data; setting up computer databases after identifying user needs; migrating data from old systems to a new system; and working with the IT department to set up and integrate technology and data base systems.

ESSENTIAL FUNCTIONS

- Create ways to store, organize and present data.
- Work with Finance, directors and managers to identify user needs.
- Perform complex technical, analytical and professional services involving program/member services, evaluation, databases, and office operations.
- Serve as lead administrator for Serenic and Portfol databases and assist in the integration of systems with Salesforce and others.
- Set up new computer databases as needed.
- Integrate old system data with new system.
- Test and coordinate modifications.
- Assume the technical lead for database projects.
- Create and implement high-level reporting systems.
- Audit, modify and amend data in systems using business analyst techniques.
- Troubleshoot and correct issues as they arise.
- Ensure system is running smoothly.
- Add new users to the system as needed.
- Plan and coordinate security measures alongside network administrators.
- Enhance or build database designs.
- Perform such other duties as may be required.

QUALIFICATIONS

- Bachelor's Degree in Information Systems, Computer Science or Business Administration
- 3-5+ years professional experience
- Advanced knowledge of database structure and theory
- Experience with software and IT system set ups
- Basic understanding of disaster recovery and database backup procedures
- Familiarity with reporting tools
- Ability to work independently with minimal supervision and assistance
- Time management skills
- Written and verbal skills required
- Customer service skills required
- **City residency is a condition of employment.**

Salary Range: $70,000-$80,000

The URA is an equal opportunity affirmative action employer. All qualified applicants will receive consideration without regard to race, religion, color, gender, age, national origin, ancestry, disability, sexual orientation, gender identity, gender expression, political, and/or union affiliation.

AN APPLICANT MUST BE A CITY OF PITTSBURGH RESIDENT, OR BECOME ONE AS A CONDITION OF EMPLOYMENT AT THE URA.

Please email resume and letter of interest to:

Columbus C. Brooks, GCDF
Director of Human Resources
Urban Redevelopment Authority of Pittsburgh
200 Ross Street, 12th Floor
Pittsburgh, PA 15219
Phone: 412-255-6655; Fax: 412-255-6617
Email: cbrooks@ura.org