

**Position:** Database Administrator (#234044)

**Location:** Somerville, MA

**Job Duties:**

Will set up new computer systems and also integrate old systems to the new ones; Conduct tests of systems to ensure they are up-to-date and troubleshoot where necessary; Set up login credentials to authorized persons, define the privileges associated with each authorized user, and ensure that every workstation attached to the network is set up to access the database; Will back-up data, as well as ensure that the networks computers are secure and safe from viruses; Organize the hardware and software requirements; Write data dictionary definitions, procedures and various other documentation for database; Work on recovery measures in case the database is lost or corrupted; Maintain data format and standard; Test new software with staff members before it is completely implemented in an organization.

**Requirements:**

Minimum of a Master's degree or equivalent education in Computer Science, Engineering, Information Technology or a closely related quantitative field. Must have knowledge of Database Management Systems including the Smartware programming platform. This platform is built on the Faircom database engine.

Please Reference Job Number (234044) when sending resumes. Please mail resumes to: HR, Consolidated Marketing Services, Inc., 28 Cobble Hill Rd, Somerville, MA 02143.