



Database Administrator

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General Purpose:

Reporting to the Director of Information Technology at the Yale University Art Gallery, the Data and Database Specialist develops, implements, and maintains policies and procedures for ensuring the security and integrity of the Gallery's collection database while actively ensuring adherence to data standards across the Gallery environment. Using highly developed SQL skills, implements data models, database designs, resolves database performance and capacity issues. Serves as primary resource for a wide-range of museum staff members and departments that use TMS (The Museum System), the collections management database used by the Gallery. Manages the technical and procedural responsibilities to advance the strategic plan for development and future use, and support the ongoing use and maintenance of TMS.

Qualifications:

- Bachelor's Degree in a related field and five years of related work experience or an equivalent combination of education and experience.
- Excellent interpersonal skills, with the ability to work independently as well as a member of a team.
- Advanced knowledge and proven ability in database management (Microsoft SQL and SQL based tools).
- Knowledge of data standards and formats for description, presentation, and transmission.
- Ability to manage and prioritize multiple projects simultaneously.
- Preferred: TMS (Gallery Systems) experience and Crystal Reports or similar report writing tool; Experience working in Museum setting; Experience with HTML/XML and Java programming.

Application: For more information and immediate consideration, please apply online at www.Yale.edu/jobs - the STARS req ID for this position is **20423BR**. Please be sure to reference this website when applying for this position.

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