# NETWORK ADMINISTRATOR

**EDUCATIONAL REQUIREMENT**

Bachelor's Degree in Information Technology, Computer Science or Engineering

**QUALIFICATIONS**

1. Adequate knowledge in networking hardware such as CISCO, HP, Juniper, Dell and Allied Telesys and any of the firewall appliance /UTMS such as: Palo Alto, Fortigate, Dell Sonicwall, Checkpoint, etc.

2. Technical working knowledge on the following:
   a. VPN/IP SEC internet technologies and WAN Optimization both on IPv4 and IPv6
   b. Network applications and services such as Web/portals, email, GSM and SMS gateways, VOIP, IP Multicast and Video networks
   c. Network Management Systems (NMS)/ Performance Management Technologies, tools and platforms such as MRTG/SNMP, netflow, Syslogs or (Proprietary systems like HP IMC or IRF, Ciscoworks, SpiceWorks, Solarwinds etc,)
   d. IP addressing and subnetting management
   e. High Availability network, Load balancing and fail over technique

**JOB ORDER**
**3 months**
**P30,000.00 monthly salary**

Send your CV to :
region5personnel@gmail.com
Deadline of submission : Jan. 23, 2019

# DILG REGIONAL OFFICE NO. V

## Now HIRING

## DATABASE ADMINISTRATOR

**JOB ORDER**
**3 months**
**P30,000.00 monthly salary**

## TERMS OF REFERENCE

### EDUCATION & EXPERIENCE

1. Bachelor's Degree in Information Technology/ Computer Science or equivalent
2. Must have at least one (1) year of experience related to the job

### SKILLS & QUALIFICATIONS

a. Ability to maintain large complex data sets
b. Ability to troubleshoot database software error and modifications to program, configure, manage and maintain the operation of complex relational databases
c. Able to effectively communicate technical data to non-technical colleagues
d. Ability to multitask & prioritize under ever changing & challenging workloads
e. Ability to quickly understand complex problems and devise effective solutions
f. Knowledge of computer/ network security systems, applications, and hardware
g. Knowledgeable in LINUX OS (RHEL / CENTOS 7)
h. Knowledgeable in Relational Database Management System (RDBMS) preferably MySQL / MariaDB
i. Knowledgeable in MySQL / MariaDB database replication
j. Knowledgeable in Structured Query Language (SQL)
k. Output-oriented

## DUTIES AND RESPONSIBILITIES

- Comply with the Policy on Application Development and Data Administration of the Department
- Implement Regional Database Back-up and Recovery Plan
- Responsible in the performance, availability, integrity and security of Regional database
- Regularly monitor, maintain and manage database backups and logs
- Install, maintain, upgrade and test database software
- Compile, sort and double check data forms to make sure all the required data is present before consolidation
- Responsible in enrolling, controlling and monitoring users access permissions and privileges to the database
- Perform data analysis and produce reports/ statistics
- May provide 24 hour on-call support when required

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