NAWIRI

"Pamoja Tunawiri"

JOB ADVERTISEMENT!
JOB TITLE: DATABASE ADMINISTRATOR (1post)
REF. NO. NSSL/DBA/2025

Job Summary

Reporting to the System Administrator, the job holder will assist the Administrator in designing, installing, configuring, monitoring, maintaining, securing, and improving the performance of databases and data stores.

Core duties and responsibilities

i). Ensure that the database of the organization comply with the ACID properties (atomicity, consistency, integrity, and durability).

ii). Provide authentication to the servers and database.

iii). Coordinating with the staff to ensure data security and integrity.

iv). Implementation of database design plans as approved by the administrator to enable user friendly systems.

v). Help the users to easily connect with the system and provide essential guidance in operation of the system; assist the System administrator to refine the logical model to make user specific data models.

vi). Work in the association of the System administrator to help, develop and maintain the database to ensure its availability to the users.

vii). Provide with satisfactory solutions on triggers, which might arise in the system. Managing and testing of backup and recovery plans. Assist the administrator to recover and retrieve the data in emergency (recovery control).

viii). Work under the guidance of the System administrator to manage the control access privileges and permissions and provide locks to certain authenticated data which is confidential in the interest of the organization.

ix). Help in the upgrades and installing of new DMBS application systems as required to enable the user to use it with ease.

x). Provide 24/7 database user support.

Academic Qualification

- A University Degree in Bachelor of Science in IT or related from a recognized University.
- KCSE C + and above
- SQL Server Administration qualification.

Experience

- Two (2) years working experience in ICT area.
- Extensive experience writing T-SQL and stored procedures, functions, and triggers.
- Experience in SQL Server Clustering and HA technologies
- Proficient with SQL server profiler for monitoring and troubleshooting database activity and performance.
- Ability to work in Windows server 2019 environment and Active directory.
- Interpersonal, communication and negotiation skills
- Knowledge of Sacco products, services, and policies

Knowledge, skills, and attributes

- Analytical thinking and problem solving
- Decisiveness & Judgement
- Personal Organization
- Self-development
- Adaptability
- Teamwork
- Excellent writing and presentation skills

Key Result Areas

- Attainment of 99% Databases availability, Database optimization
- 100% Database security compliance,
- Daily and periodic database backups
- Zero security breaches in databases.

Interested candidates should send their applications accompanied by a detailed CV and copies of relevant certificates, testimonials, National ID Card and valid Certificate of Good Conduct to: recruit@nawiri.co.ke quoting the Job Reference Number to reach by **5 P.M. on WEDNESDAY 20ᵀᴴ AUGUST 2025** or they can address as below quoting the **Job Reference Number** on the **sealed** envelope.

THE CHIEF EXECUTIVE OFFICER
NAWIRI SACCO SOCIETY LTD
P. O BOX 400-60100
EMBU

B R A N C H E S

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