

## **Job Announcement**

<b>Position Title:</b>	<b>Database Specialist</b>
<b>Duty Station:</b>	<b>Kabul</b>
<b>Reports To:</b>	<b>Senior MIS Manager / Director of IT</b>
<b>No. of Position:</b>	<b>1 Position</b>

### **AUAF Background:**

The American University of Afghanistan (AUAF) is a private, non-profit university offering an American-style liberal arts education. We opened our doors in 2005 and currently offer four undergraduate academic majors and an MBA program. We follow a strict non-discriminatory policy and applicants from all ethnic, religious, and economic backgrounds are encouraged to apply. We are a young and growing dynamic university with a student population of nearly 1,100 and we hope to reach 1,250 students by the fall 2018 academic semester. We have expanded operations to the 75-acre international campus across the street from our original campus. Construction is ongoing for additional classroom and lab buildings to help meet the growing needs of our student population.

### **Summary:**

The Database Specialist will be responsible for development of new databases and applications and maintaining existing information systems.

The Database Specialist shall ensure the smooth operations of information systems and plan for further enhancement both in terms of technology and functionality. The Database Specialist shall ensure that users requirements are met, standard principles are considered and quality services are provided. Having good communications and problem solving skills are the fundamental requirement.

### **Key Outcomes:**

- Development of efficient information systems both web-based and desktop applications based on user's requirements.
- Cooperate in implementation of any new information system and new deployments
- Manage backup and recovery processes of databases
- Cooperate in development of integration tools between information systems

### **Responsibilities:**

- Develop new databases and applications based on requirements and assist in restructuring of existing systems
- Maintain and administrate existing information systems
- Assist in systems implementation, operations and maintenance
- Assist in code optimization process based on requirements

- Provide technical supports to all needy destinations and diagnose relating issues
- Assist in data analysis, reporting and dissemination processes
- Monitor and apply off-site backup procedures
- Assist in troubleshooting and resolving technical issues of systems
- Assist in provision of training programs
- Document programming guidelines, manuals and procedures
- Submit periodic (monthly/ quarterly/ annual) progress reports to direct supervisor
- Perform other relevant tasks assigned by the head of department

### **Essential Qualifications:**

- Bachelor in Computer Science, Software Engineering and/or any relevant field
- Master's degree in the relevant field is preferred
- Shall have at least 5 Years of relevant experience
- Extensive experience in design, development and implementation of complex database/information systems
- Strong knowledge and experience of SQL
- Strong knowledge and experience of SSIS and SSRS
- Strong knowledge of web programming languages
- Knowledge of CSS, JavaScript, Ajax, jQuery using MVC platform would be an advantage
- Strong knowledge of Bootstrap and Angular JS would be an advantage

### **Skills:**

- The incumbent shall be fluent in Dari, Pashto and English
- Shall have strong communication and problem-solving skills
- Shall have strong skills to work under pressure
- Shall have strong multi-tasking skills
- Shall be flexible to stay in the office beyond the office hours when and if required

### **Submission Guideline:**

Applicants must submit their resume and cover letter in one document to [nationaljobs@auaf.edu.af](mailto:nationaljobs@auaf.edu.af) Applications are accepted in English only. Please include "**Database Specialist**" in the subject line of your email.

### **Application Deadline:**

All applications must be submitted on or before April 14, 2019. After reviews of the applications, formal interviews for the finalists will be set up in the AUAF campus.