

# [First Last Name]

[City, State] | [email@example.com] | [+1 (555) 555-5555] | [LinkedIn URL]

## PROFESSIONAL SUMMARY

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[Experienced **Database Administrator** with a strong background in designing, implementing, and maintaining high-availability database environments across on-premise and cloud platforms. Skilled in performance tuning, backup and recovery, and security hardening for large-scale transactional and analytical workloads. Adept at collaborating with cross-functional teams to optimize data access, reduce downtime, and ensure data integrity and compliance. Proven ability to leverage tools such as [Oracle], [SQL Server], and [PostgreSQL] to support business-critical applications and data-driven decision making.]

## EXPERIENCE

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### [Senior Database Administrator] | [ABC Financial Services]

[Jan 2020] – [Present]

[City, State]

- [Led the administration of mission-critical [Oracle 19c] and [Microsoft SQL Server] clusters supporting high-volume financial transactions, improving average query response times by [30%] through systematic indexing, execution plan analysis, and schema optimization.]
- [Implemented a comprehensive backup and disaster recovery strategy using [RMAN], [SQL Server Always On Availability Groups], and [offsite storage], achieving [RPO of 15 minutes] and [RTO under 1 hour] for core production databases.]
- [Collaborated with application, security, and infrastructure teams to harden database environments by enforcing least-privilege access, configuring [TDE] and [TLS encryption], and establishing auditing policies that supported [SOX/PCI] compliance.]

### [Database Administrator] | [XYZ Technology Solutions]

[Jun 2016] – [Dec 2019]

[City, State]

- [Managed day-to-day operations of [PostgreSQL] and [MySQL] databases across development, test, and production environments, including deployment, patching, capacity planning, and proactive monitoring using [Nagios] and [Prometheus].]
- [Designed and implemented database maintenance plans (index rebuilds, statistics updates, integrity checks) and automated them via [PowerShell]/[Bash] scripts and [cron]/[SQL Server Agent], reducing unplanned outages by [25%].]
- [Partnered with developers and data engineers to review SQL code, create optimized stored procedures, and refactor slow-running reports, resulting in a [40%] reduction in long-running queries and improved reporting SLAs.]

## EDUCATION

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### [Bachelor of Science in Computer Science] | [State University Name]

[Graduated: May 2016]

[City, State]

- [Relevant coursework: Database Systems, Data Structures & Algorithms, Distributed Systems, Operating Systems, Data Warehousing & Business Intelligence.]

## SKILLS

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- Database Platforms:** [Oracle (11g/12c/19c)], [Microsoft SQL Server], [PostgreSQL], [MySQL], [Azure SQL Database].
- Performance & Optimization:** [Query tuning], [index design], [execution plan analysis], [partitioning], [caching strategies].
- High Availability & DR:** [Backup & recovery], [Always On Availability Groups], [Log Shipping], [Replication], [RMAN], [clustering].

- **Security & Compliance:** [User/role management], [encryption at rest/in transit], [auditing], [access control], [compliance support (SOX/PCI/HIPAA)].
- **Scripting & Tools:** [SQL], [PowerShell], [Bash], [Shell scripting], [SSMS], [SQL Developer], [pgAdmin], [Git].
- **Cloud & Infrastructure:** [AWS RDS], [Azure Database services], [VM-based deployments], [Linux/Windows Server administration].
- **Soft Skills:** [Stakeholder communication], [requirements gathering], [incident management], [documentation], [mentoring junior team members], [cross-functional collaboration].

## PROJECTS

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### [\[Enterprise Database Consolidation Initiative\]](#) | [\[ABC Financial Services\]](#)

[2022]

- [Led the consolidation of multiple legacy [SQL Server] and [Oracle] instances into a standardized, virtualized environment, reducing server footprint by [35%] and annual licensing/maintenance costs by [20%] while improving manageability and monitoring consistency.]

### [\[Database Performance Optimization for Analytics Platform\]](#) | [\[XYZ Technology Solutions\]](#)

[2018]

- [Redesigned schemas, indexes, and ETL loading patterns for a customer analytics database supporting [BI dashboards], cutting average report generation time from [90 seconds] to under [15 seconds] and enhancing user adoption of analytics tools.]