

[Go Back](#)**NASSAU COUNTY****Title : DATA WAREHOUSING
MANAGER****SCHOOL DISTRICTS****Code: 030250 BVS****CLASS SPECIFICATION****Page : 1 of 2
Competitive****GENERAL STATEMENT OF DUTIES**

Supervises and/or performs the analysis, design, development, implementation, maintenance, operation, and enhancement of a comprehensive computer data warehouse encompassing a variety of databases from the school districts in Nassau County; performs related duties as required.

COMPLEXITY OF DUTIES

Under general supervision, the duties are complex and require a high level of technical skill and independent judgment in analyzing multiple databases for inclusion into a data warehouse. May supervise subordinate technical personnel engaged in data warehousing functions.

TYPICAL DUTIES

- * 1. Supervises and/or participates in the analysis of multiple, and often disparate, databases to determine feasibility of inclusion into a data warehouse and/or data mart.
- * 2. Supervises and/or participates in the design of the data warehouse/mart based on input from the users as to the scope of the warehouse/mart and what different types of data should go into it.
- * 3. Supervises and/or participates in the organization of data elements into a conceptual data model.
- * 4. Supervises and/or participates in using the conceptual data model as a blueprint to develop a physical database design.
- * 5. Supervises and/or participates in writing extraction programs to collect data from the various databases and files.
- 6. Supervises and/or participates in developing routines to update the data warehouse/mart data regularly from the participating school districts' databases.
- * 7. Supervises and/or participates in developing and maintaining adequate security measures to prevent unauthorized changes to the data warehouse/mart contents.

ESSENTIAL FUNCTIONS*FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES**

1. Thorough knowledge of the principles, practices, and techniques used in systems analysis and design.
2. Thorough knowledge of the differing characteristics of hierarchical and relational databases.
3. Thorough knowledge of the various aspects of data warehouse/mart administration, including defining data dictionaries, setting security levels, and monitoring the efficiency of system performance.

4. Considerable knowledge of the principles, practices, and techniques used in an on-line data processing system with remote data retrieval.
5. Ability to design, develop, and implement a data warehouse/mart system to provide maximum availability to users.
6. Ability to express oneself effectively, both orally and in writing.
7. Ability to supervise technical subordinates engaged in the various aspects of establishing and maintaining a data warehouse/mart system.
8. Ability to establish and maintain effective working relationships with associates, end users, and subordinates.

MINIMUM QUALIFICATIONS

Training and Experience

Bachelor's degree from a regionally accredited or New York State registered college or university with a major in the computer field
and

Four years of satisfactory experience performing applications programming, system programming, computer systems development, data communications, and/or data base administration, including one (1) year as a project leader responsible for data administration, data base management system, operating system, capacity planning, and/or on-line applications programming.

- NOTE:**
1. A Master's degree from a regionally accredited or New York State registered college or university with a major in the computer field may be substituted for one year of experience as described above, provided the baccalaureate major is in the computer field; however, there is no substitution for the one year as a project leader.
 2. Experience, as outlined above, in excess of the four-year requirement, may be substituted for college education on a year-for-year basis (thirty college credits equal one year).
 3. Completion of a program of instruction (minimum of 300 hours) in the computer field at a commercial school registered by the New York State Department of Education or an out-of-state branch of that school.

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