



Database Administrator (DBA)

Department: IT Operations

Reports to: Head of IT Operations

Main Location: Cambridge House, Henry Street, Bath

About Novia

Novia Financial is an award-winning financial technology company based in the heart of Bath, just a 5-minute walk from the train and bus stations. We are entering a period of sustained enhancements to the platform and the surrounding services that we provide, and as a result, we need to increase our development capacity and expand our capabilities.

We are determined to deliver technology that will keep us ahead of the competition and there are opportunities for both experienced IT professionals and those willing to learn on their feet to help us meet that challenge. If you like working in a highly collaborative environment geared towards frequent delivery of high value and quality business solutions, Novia could be your next step.

We are based in the heart of Bath and are just a five-minute walk from the train and bus stations. For more information about us, please visit <https://www.novia-financial.co.uk/>

About the role

As a Database administrator you will be working in an agile team, following scrum practices and responsible for helping to maintain availability on our current and legacy services, whilst working with the teams to design and build new strategic services based on Azure and public cloud technologies.

The successful candidate will work with key business stakeholders, scrum teams, DevOps, Security and 3rd party vendors to ensure that we deliver effective, resilient and efficient solutions to our customers.

Maintaining our estate will be a key part of the role with a drive to remove manual and repetitive work and implement automated efficiencies where possible.

The role will involve:

- > Delivering features and enablers designed to make use of public cloud technologies (specifically Azure) and creating maintainable code and infrastructure.
- > Support and maintain the database infrastructure, including the delivery, support and maintenance of high availability environments.
- > Support application releases, including implementation of schema changes across all database environments, providing expert level support to internal departments to ensure their code/queries perform optimally.
- > Assist/support the development teams to ensure good database design is adhered to and assist/support release managers in optimising the release processes.
- > Work across internal and external environments that are managed in-house, as well as by 3rd party suppliers.
- > Build repeatable infrastructure and hold configuration in place using automation and proactive monitoring.
- > Investigate, resolve and perform root cause analysis on service outages, resulting in permanent resolution whilst identifying improvements.
- > Identify and remove technical debt to improve the efficiency of systems.
- > Mentoring of team members and sharing knowledge across the team to enhance team capabilities.

You will, from time to time, be required to undertake other activities that fall within your capabilities as directed by management.

About you

- > A creative thinker able to overcome 'the way things have always been done' with innovative solutions and ideas.
- > Passionate about automation and process efficiency with proven experience.
- > Determined and effective trouble-shooter, able to work in high pressure situations.

/Database Administrator (DBA)

- > Focused on creating highly scalable and available production services.
- > Excellent communication skills and ability to influence others.
- > Team player attitude that spans the entire business.
- > Background in Infrastructure and IT operations and/or development.

Working knowledge of:

- > Minimum of 4 years' experience working as a Production Database Administrator (DBA).
- > Experienced in SQL Server 2014 and above, in a high-availability environment.
- > Experienced in MongoDB and non-relational databases.
- > Knowledge of Data Warehousing, and ETL design and management.
- > Proven record of performance tuning within an expanding and busy production environment.
- > Proficient with Data migration across differing database platforms.
- > Understanding of securing data between development, UAT, and other environments, and ability to understand and work within GDPR guidelines.
- > Solid foundation in sizing, capacity planning, backup, and disaster recovery planning.
- > Solid foundation in, and understanding of, database server patching and its relation to existing business critical processes and applications.
- > Thorough understanding of database security and its application across multiple environments.
- > Ability to work closely and in tune with multiple teams, especially infrastructure and SQL Developers.
- > Experience with PowerShell or other scripting knowledge.
- > Source control software and methodologies.
- > Monitoring and log management including DataDog and Redgate.
- > Effective interpersonal and stakeholder management skills.

Desirable:

- > Experience managing and automating cloud platforms using tools including Octopus Deploy and Terraform scripting.
- > Knowledge of BI / MI reporting packages.
- > Infrastructure as code, CI/CD concepts and building pipelines.
- > Experience working within a scaled agile environment, ideally SAFe.

Working at Novia Financial

Some of the benefits of working at Novia Financial:

- > Competitive salary.
- > Discretionary bonus each year.
- > Working from home options available.
- > Flexible working hours available.
- > 25 days holiday per calendar year plus bank holidays, with the option to purchase or sell up to 5 additional days per year.
- > Tech Scheme (buy discounted electrical products and pay back monthly via Company payroll).
- > Cycle to Work scheme.
- > Supported and encouraged professional development.
- > Hack days.
- > Attend conferences and meet-up events.
- > Regular social events.
- > Flexible dress code in the office.
- > Private Medical scheme.
- > Income protection scheme.
- > Group contributory pension scheme.
- > Internal mentoring scheme.

/Database Administrator (DBA)

- > Employee Assistance Programme (EAP).
- > Interest free season ticket loans for travel costs.
- > Various corporate gym membership rates.
- > Novia Foundation Day in support of charitable activities.

What's it like to work at Novia Financial:

Novia has a culture based on transparency, trust, collaboration, achievement and fun. We appreciate one and other and are outcome oriented. We want to help you achieve, within a team environment, grow your career and set you up for success – while also recognising the importance of a healthy work/life balance. We are selective on who we employ making sure that candidates have the values and behaviours required to become a 'Novian.'

Working at Novia is a bit like climbing a mountain. We all know which way is up, make sure if someone slips the rope is secure and they don't fall, and we all reach the summit together and celebrate not only our achievement but how we got there. If you think you have the makings of becoming a Novian, then email us an up-to-date CV to jobs@novia-financial.co.uk along with a short note to capture our attention.