



## Job Description

**Job Title:** JD Edwards CNC and DBA  
**Division:** Corporate  
**Location:** Houston, TX  
**Reports to:** Director, IT

### Job Summary:

The JDE (JD Edwards) CNC and Database Administrator DBA is responsible for the design, development, testing, support and documentation of client/server application and system architectures for a multi-instance JDE Enterprise One environment. The scope of the position requires a thorough understanding in the current technology of CNC tasks related to package builds, deployments, security, and configuration / troubleshooting of the Enterprise One Application and Web Servers (Web Logic) running in a Windows/SQL environment. The ideal candidate will have successful experience in database design and structure.

### Essential Job Functions and Accountabilities:

- Provide technical diagnosis, execute performance tuning, system optimization and make recommendations on design improvements for the corporate JDE E1 system.
- Manage and maintain database operations of JDE E1 system.
- Work with application development team to control code and structure migrations into production, identify performance bottlenecks, recommend solutions, and provide direction to optimize the utilization of resources.
- Responsible for JDE CNC activities, including package builds/promotions, ESU installations, Tools upgrades, service packs, maintaining OMW and OCM.
- Handle incidents and determine system and application failures.
- Define, manage and ensure the effective operation of all interfaces between JDE E1 and third-party applications environments.
- Manage proactive checks on JDE E1 systems and their servers.
- Work with application team for on-call support to troubleshoot and resolution of JDE E1 issues.
- Support the daily operations of systems and appropriately apply resources (internal, contract and vendor) to ensure integrity and uptime/availability of the enterprise systems.
- Strong management skills with effective results focus within an information systems environment.
- Experience in the development and implementation of standards, procedures and guidelines to support operational processes.
- Self-motivated with the ability to prioritize, meet deadlines, and manage changing priorities;
- Proven ability to be flexible and work hard, both independently and in a team environment, in a high pressure on-call environment with changing priorities.
- Willingness to work occasionally outside of normal business hours.
- Work with Network Administrator and Analyst to assess the state of the infrastructure, including servers, and make recommendations to improve efficiency, reduce costs, and support global operations.
- Participate in Disaster Recovery

### Educational Qualifications:

- Bachelor's degree or equivalent experience.

**Experience Qualifications:**

- 5+years direct experience working as CNC/DBA
- Minimum 5 years of experience with Oracle's JDE E1 platform
- Supervision of CNC resources

**Skill Requirements:**

- Must have Experience working with SQL server databases, tuning, performance, database tools
- Experience building multiple pre-production and production environments
- Strong self-management skills in multiple-priority, high ambiguity situations
- Ability to proactively communicate at multiple levels: executive to individual contributor
- Comfortable with resolving conflicting viewpoints and achieving consensus
- Collaborative work style
- Ability to communicate with superiors and peers
- Strong sense of personal accountability for results

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not to be construed, as an exhaustive list of all employee responsibilities, duties and/or skills required of all personnel so classified.