

[Full name]

Junior Database Administrator | Deloitte

Sydney, New South Wales, Australia | [Australian mobile] | [Email address]

Fictional resume example. All credentials, experience and results are illustrative.

Professional profile

Junior database administrator with two years of combined placement and part-time experience supporting SQL Server development, test and production environments under senior supervision. Comfortable monitoring health and capacity, tuning queries and indexes, managing approved access changes and validating backups and restores. Uses SQL and PowerShell for repeatable checks, documents incident, problem and change activity and brings introductory exposure to Azure SQL, AWS RDS and regulated operational controls.

Relevant skills

SQL Server administration: Health, capacity and performance monitoring, query and index tuning, maintenance tasks and evidence-based diagnostics.

Security and resilience: Access governance, permissions, encryption concepts, backups, restore validation, high availability and disaster recovery readiness.

Automation and cloud: SQL, PowerShell, Azure SQL, AWS RDS, PostgreSQL concepts and repeatable operational reporting.

ITSM and collaboration: Incident restoration, root-cause analysis, change management, audit trails and work with application and platform teams.

Relevant experience

Junior Database Support Analyst | Example Financial Services

Sydney NSW | July 2024 - August 2026

- Monitored 12 supervised SQL Server instances across development, test and production and escalated capacity, backup or performance alerts with evidence.
- Analysed 20 slow-query cases using execution plans and index statistics and documented recommendations for senior DBA approval.
- Completed 24 approved access and permission changes, preserving requester, approver, action and validation details for audit review.
- Ran monthly backup and restore tests for six databases and recorded recovery time, integrity checks, exceptions and follow-up owners.

- Wrote five SQL and PowerShell scripts for health summaries and repetitive checks, peer-reviewed changes and stored versions in Git.

Selected projects

SQL Server Reliability Lab

Database capstone | 2026

- Built a six-database development and test estate using monitoring, query tuning, backups, restores and permissions, with documented scope, assumptions and safe operating boundaries.
- Executed and recorded 30 health checks and six verified restores, including expected results, exceptions, verification steps and escalation points.
- Presented the evidence to a supervisor or peer reviewer, incorporated feedback and published a concise handover for repeat use.

Cloud Database Operations Project

Cloud project | 2026

- Built an Azure SQL and AWS RDS comparison using automation, encryption, audit logs and incident runbooks, with documented scope, assumptions and safe operating boundaries.
- Executed and recorded 12 scripted checks and an evidence-ready change pack, including expected results, exceptions, verification steps and escalation points.
- Presented the evidence to a supervisor or peer reviewer, incorporated feedback and published a concise handover for repeat use.

Education

Bachelor of Information Technology | Example University

Completed 2024. Relevant study: relational databases, SQL Server, cloud platforms, scripting, cybersecurity, systems administration and IT service management.

Availability and requirements

Available for full-time hybrid work in Sydney and in-person collaboration with internal teams and clients. Australian citizenship: [confirm status]. Prepared to complete Deloitte's background screening process.

References

References available upon request.