

Table 3: Database Skills

Fluency in the SQL command language
Use Access and SQL to create tables, queries, and forms
Knowledge of common database programs
Ability to perform data retrieval and reporting
Ability to perform various joins and understand their results
Ability to create if/then statements
Ability to create calculations and aggregate functions within queries
Ability to perform proper indexing to enhance query performance
Ability to secure databases
Ability to interpret and respond to error messages in Access and SQL

Table 4: Definition and Analysis Skills

Defining data elements
Needs analysis/end-user analysis.
Ability to analyze end-user workflow and integrate analysis into database design
Ability to manage data quality

Table 5: Database Design Techniques

Ability to normalize data
Ability to create conceptual, logical, relational models and convert them into a physical model
Ability to communicate effectively
Ability to listen to and understand user requests
Ability to creatively solve problems
Ability to identify common database failures