WINTHROP UNIVERSITY

NOTICE OF JOB VACANCY

July 22, 2013

POSITION: APPLICATION PROGRAMMER ANALYST (ACADEMIC AFFAIRS)
(Class Code AJ05/Applications Analyst I)

BAND: Band 05/Level 04

STARTING SALARY: $35,078 - $44,438; qualifications and funding will determine actual salary

VACANCY: #05/14

Minimum Training and Experience:

An associate’s degree in computer technology or related area and two years of work experience in programming and system analysis is required. Experience in programming/systems analysis and interpretation of data results strongly preferred. Experience using Oracle and/or Microsoft SQL Server, PL/SQL or SQL, HTML, XML, web services, ASP.net, and JavaScript preferred. Experience in a higher education setting preferred. The equivalent combination of training and experience may be considered.

Knowledge, Skills and Abilities:

Thorough knowledge of techniques, procedures and methods of systems activities and programming. Ability to extract data from a variety of databases, including an understanding of relational databases and intermediate to advanced spreadsheet skills, and ability to generate reports. Strong conceptual, analytical, problem-solving, organizational and technical skills. Knowledge of web application design. Ability to communicate effectively both, verbally and in writing. Ability to interpret technical information. Ability to establish and maintain effective relationships with faculty, staff and students. Ability to work under the pressure of mandated deadlines and engage in multiple initiatives simultaneously. Effective interpersonal skills.

Major Duties:

Reporting to the Associate Vice President of Academic Affairs, provides analysis, design and programming of computer systems. Supports query/report writing activities by extracting data. Codes, tests and debugs new or existing programs; participates in writing narratives, diagrams and system procedures; designs input/output formats, including web pages, web applications and report formats; assists in the preparation of both technical and user documentation, including user manuals; confers with users and Accreditation, Accountability and Academic Services (AAAS) staff to study and discuss design of new systems or revisions of existing systems; performs SQL joins and queries; analyzes problems and proposes solutions; consults with clients and provides solutions for routine problems. Performs other related duties as required.

To apply, access www.jobs.sc.gov to submit an on-line application no later than August 8, 2013.

Winthrop University is an Equal Opportunity Employer.