

Position Vacancy Announcement

APPLICATIONS DEVELOPER INFORMATION TECHNOLOGY SERVICES

Bowling Green State University

Position Summary

BGSU is currently transitioning from an IBM mainframe to a web-based PeopleSoft (Oracle) applications platform for its administrative systems. Applications Developers are critical in the success of this major systems transition. Candidates for this position are required to write both functional and technical specifications, as well as to code and test applications. Proficiency with Microsoft Office products and standard web browsers is a necessity. Experience with COBOL, JCL, SQL, SQR, Crystal Reports is a plus. Experience with PeopleSoft (Oracle) applications/tools or other ERP product is preferred.

Essential Duties, Tasks and Responsibilities

- Develops and writes functional and technical specifications, writes program code and unit tests a variety of administrative applications in both maintenance and new development capacities. This involves the following:
 - Performs analysis, writes program code, identifies problems and potential solutions, makes recommendations and evaluates results as they relate to development, enhancement, and maintenance of both automated and manual processes. During this process, communication may be necessary, with the appropriate personnel at BGSU and outside hardware and software vendors.
 - After writing specifications, this position will need to code the programs to BGSU standards.
 - Writing unit test plan (isolated to the program they wrote).
 - Executing the test to check for errors or aborts.
 - Documenting the outcome of the test based on that program.
 - Correcting any deficiencies and testing again until no errors or aborts occur.
- Researches and troubleshoots various application problems. Must analyze the problem, research valid solutions and then test.
- Maintains a broad knowledge of technology such as changing program languages, equipment and systems. Continues to stay abreast of new technical developments and information system trends by means of self-study and participation in courses, seminars and conferences.
- Other project assignments as needed which apply to the related technical skill set and the current applications environment.

This list of essential duties, tasks and responsibilities is not all-inclusive; individual will perform other related duties as assigned.

Knowledge, Skills or Abilities

- Candidates must be familiar with a multitude of application systems and software packages and must be able to evaluate new software and systems.
- Provide recommendations for upgrades to their Manager.
- Must possess outstanding oral and written skills.
- Effectively handle multi-task projects and assignments.
- Meet tight deadlines.
- Analyze and problem-solve.
- Learn new skills and abilities.

- Follow standards and procedures of the office including testing documentation, logging in issues and reporting of issues, etc.
- Understands relational database work.
- Experience with object-oriented languages, COBOL, JCL, SQL, SQR, Crystal Reports is a plus.
- Experience with PeopleSoft (Oracle) applications/tools or other ERP product is preferred.
- Proficient with Microsoft Word and Excel desktop applications.
- Familiar with Microsoft Project and PowerPoint desktop applications.
- Basic understanding of standard web browsers.
- Evidence of self learning new languages.

Minimum Qualifications

Bachelor's degree in Computer Science or closely related field, five years of experience writing functional and technical specifications, five years of experience testing, documenting and revising programming code; or Associate's Degree in Computer Science or closely related field, six to eight years of experience writing functional and technical specifications, six to eight years of experience testing, documenting and revising programming code.

Salary

Full-time administrative staff positions. Administrative grade level 16. Salary is commensurate with education and experience. Full benefit package available. *Three positions will be funded through permanent "educational" dollars, while several others are grant funded positions with the term of employment expected to vary between one and three years, with the understanding we anticipate more permanent funded positions of this type to become available during this period of time. Transition into permanent position is not guaranteed but may be given consideration for these future opportunities.

To Apply

Submit letter of application w/email address, resume, and three names, addresses and telephone numbers of professional references. Review of applications will begin on January 2, 2008 and will continue until positions are filled. This is a reposting, previous applicants to L-60907 need not reapply. Submit application packet to:

Office of Human Resources (Search L-60907)
100 College Park Office Building
Bowling Green State University
Bowling Green, OH 43403-0201

(Official transcript(s) and letters of recommendation will be required of final candidates.)

Ohio law (OCR 2909.34) requires that if you are selected for an on-campus interview for the position you will be required to complete a Declaration Regarding Material Assistance/ Nonassistance to a Terrorist Organization (DMA) form. Information on this form will be provided to you by the hiring department and must be completed PRIOR to your interview. You will find a link to the DMA form as well as additional information from the following web site: <http://www.homelandsecurity.ohio.gov/dma.asp> or on the Office of Human Resources web site at:

<http://www.bgsu.edu/offices/ohr>

Bowling Green State University is an Affirmative Action/Equal Opportunity Educator and Employer.

We are committed to a multicultural environment and strongly encourage applications from women, minorities, veterans and persons with disabilities.

BGSU hires only individuals authorized to work in the United States.

For information regarding BGSU's crime statistics, please visit Public Safety's website at www.bgsu.edu/offices/safety.