Job Description

Title: Application Programmer
CBA Position:
Department: Information Technology
Reporting Manager: Director of IT & CIO
Direct Reports: None
FLSA: Non-exempt

Salary Band: C42
Band Range: $48,370 – $72,557
FY14 Budget: $55,845
Account Number: 01-8080-1506-5109099
ICCB Class: Support Staff
KC Status (Class): Support Staff KCSS

Job Summary:

Design, develop, test and maintain applications, programs and software systems used at the College. Develop and maintain software and system documentation. Design, configure, support and use data analysis tools to generate standard and ad hoc reports to satisfy college and external requirements. Support software and system development projects.

Minimum Qualifications/Basic Job Requirements:

- Applied or advanced knowledge of software engineering concepts.
- Bachelor degree in Computer Science, Software Engineering or a related field.

Illustrative Examples of Essential Functions:

- Design, develop, test and maintain applications, programs and software systems.
- Design, develop, test and maintain applications to support future enterprise systems.
- Design, develop, test and maintain software to support the Portal and Web services.
- Design, develop, test and maintain software solutions in response to requests.
- Design, configure, support and use data analysis tools to generate reports.
- Coordinate external reporting requirements with appropriate college offices.
- Integrate reporting functionality into the College's systems as needed.
- Develop and maintain documentation for software and systems.
- Provide software support to all system users as part of the Help Desk process.
- Work with other employees to support IT functions and systems at the college.
- Perform other relevant duties as assigned.

Knowledge, Skills, and Abilities:

- Demonstrate clear and effective written and verbal communication skills.
- Demonstrate strong customer service and interpersonal skills.
- Possess strong organizational and time management skills.
- Ability to work independently as well as cooperatively in groups.
- Experience with Windows and Linux Server Operating Systems.
- Applied or advanced knowledge of Web services.
- Prefer experience in Object-Oriented languages with SQL database interaction.

- Ability to effectively manage resources, time and projects.
- Experience with Ellucian's Colleague ERP is a plus.

Workload Summary:
(Special physical requirements necessary for performance of the job)
- Work is normally performed in a general office setting.
- Work is conducted in a busy office environment with frequent interruptions.
- Work will require visits and in-person collaboration with employees across the campus.

Disclaimer:
Kishwaukee College is an Equal Employment Opportunity Employer and any reasonable and timely accommodations in compliance with the Americans with Disabilities Act will be made upon documented request by the employee.
08/2013