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Information Technology Programmer

Job Description

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Applications will be accepted beginning
Wednesday, May 8, 2024 12:00 AM
(Eastern Standard Time)

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GENERAL DEFINITION OF WORK

Under the supervision of the Director I - Information Technology, the Student Information System Customization Developer serves as the chief developer and software support programmer/analyst overseeing operation and management of the division's student information system.

ESSENTIAL FUNCTIONS:

- Oversee, develop and deploy all customizations to the division's student information system, maintaining data integrity under the vendor's software systems umbrella
- Manage account generation and maintenance for over 18,000 users including teachers, students and parents, with role-based security and integration with related systems, including single-sign on solutions
- Manage the operation of related add-on systems including family and community notification, online enrollment, data portals, internal databases, and more
- Develop schedules, timelines and procedures for processing of student information related tasks such as student class scheduling, report cards, transcripts and state reporting
- Coordinate and manage the annual upgrade of the student information system to include proper incorporation of all customizations
- Work with executive leadership to design new systems for the online portals and student information system complex
- Manage and oversee administration, security, and automation for the student information systems complex
- Innovate and develop enhancements that will bring greater usefulness of the Student Information System application based on the division's unique needs
- Research system improvements to the Student Information System based on user requirements
- Field and fulfill data requests from school administrators and central office staff
- Configure and test customizations to ensure that they function as intended and do not interfere with other aspects of the system
- Provide training and support to division staff on how to use the customized features of the Student Information System
- Create reports and web pages that provide school administrators with valuable insights into student performance, attendance, and other key indicators
- Collaborate with other IT professionals, such as database administrators and programmers, to ensure that the Student Information System integrates smoothly with other systems used by the division
- Generate queries and produce reports necessary to comply with Virginia state reporting requirements such as student record collection and master schedule collection
- Generate queries and produces reports utilizing SQL and other software solutions
- Test and debug computer programs, ensuring that program execution conforms to design criteria and specifications; detect and correct program logic deficiencies
- Maintain technical knowledge through a range of professional development activities
- Perform other duties as assigned

KNOWLEDGE, SKILLS, AND ABILITIES:

- Demonstrated expertise with an Oracle Database and standard Oracle tools and applications
- Extensive computer programming troubleshooting and systems engineering/design skills
- Knowledge of the principles, practices, and techniques of relational database design, SQL, and database applications development/support
- Skilled in web technologies such as HTML5, CSS3, and JavaScript, to include jQuery and Angular JS
- Proficient in a variety of computer operating systems and programs, such as Mac OS, Microsoft Windows, Excel, Numbers, etc.
- Ability to keep up-to-date with new technologies and be able to incorporate them into projects
- Exceptional organizational skills and the ability to set priorities and to meet deadlines
- Excellent verbal and written communication skills and the ability to effectively communicate technical information to non-technical individuals
- Strong problem solving, analytical and conceptual skills; ability to create original concepts/theories
- Ability to work independently as well as within a team environment

EDUCATION AND EXPERIENCE:

- Bachelor's degree in computer science/MIS, and experience in writing computer programs and performing routine systems analysis; or any equivalent combination of education and experience that would provide the above noted knowledge, skills, and abilities
- Experience working with student information systems in a networked environment preferred, such as PowerSchool, Infinite Campus, etc.
- Prior experience in supporting K-12 or higher education IT systems preferred

TERMS OF EMPLOYMENT:

12 months (260 days); 8 hours per day

Primary Location	**INSTR & ADMIN TECHNOLOGY**
Salary Range	**$30.87 - $49.35 / Per Hour**
Shift Type	**Full-Time**

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