



## CORE TECHNOLOGY SERVICES

- Position Title:** Associate Programmer Analyst
- Position #:** 00104244
- # of Positions:** 1
- Salary:** Minimum starting annual salary \$42,000+ per year/full-time, exempt (from FLSA overtime), benefited position in the 3000 broadband
- Location:** Grand Forks, ND
- Closing Date:** Applications received by 5:00 p.m. on September 3, 2019 will be given first consideration. Screening for this position will begin on September 4, 2019. Open until filled.
- Description:** Reporting to the Lead Programmer Analyst, the Associate Programmer Analyst assists with solving problems for Enterprise Resource Planning solutions; perform support, maintenance and testing functions; and document work within PeopleSoft and ancillary systems including, but not limited, to the Financials/Human Capital Management/Campus Solutions application. This is an entry level programming position with a succession plan to move into a programmer analyst position. This position is located in Grand Forks, ND.
- Minimum Qualifications:**
- Bachelor's degree in Computer Science, MIS, IS or closely related field or equivalent education and working toward a 4-year degree with anticipated graduation date.
  - Knowledge of object-oriented application programming methodology, system design, analysis and debugging.
  - Basic knowledge of database management systems: MS SQL Server, ORACLE or other relational databases.
  - Proficiency using Microsoft Office Productivity suite.
  - Ability to quickly adapt to changes in timelines and sequences.
  - Strong analytical/problem solving skills.
  - Ability to work independently and in a team-oriented environment.
  - Ability to communicate effectively in both verbal and written form.
- Preferred Qualifications:**
- Three months related work experience
  - Work experience with application programming, application design/analysis.
  - Experience with PeopleSoft Peopletools (SQR, PeopleCode, Application Designer, Application Engine, PS Security, PS Tree Manager, Integration Broker, Process Scheduler, nVision reporting, COBOL, BI Publisher).
  - Web interface design and development experience.
  - General understanding/experience with Campus Solutions processes and practices.
- To Apply:** Applicants should send a cover letter **specifically addressing the above qualifications**, a current resume, and the names and contact information (including telephone numbers and e-mail address) of three professional references, either electronically (preferred) to [jane.grinde@ndus.edu](mailto:jane.grinde@ndus.edu) or by mail to:

**NDUS**  
**Attention: Jane Grinde**  
**600 E Boulevard Ave, Dept 215**  
**Bismarck, ND 58505-0230**

by the closing date stated above. Applicants who are to claim veteran's preference must include Form DD214 with the application for employment; claims for disabled veteran's preference must include Form DD214 and a letter less than one year old from the Department of Veterans' Affairs indicating disability; claims for preference as the eligible spouse of a disabled or deceased veteran must include Form DD214, a marriage certificate and a letter less than one year old from the Department of Veterans' Affairs indicating disability, or the veteran's death certificate. Due to access to restricted information, the successful candidate will be required to complete a satisfactory criminal background check. **Applicants must be eligible to work in the U.S. and I-9 employment certification is required at time of hire. There is no sponsorship available for this position.**

Persons who may need additional job information or may require accommodation or assistance with the application or interview process should contact Jane Grinde at (701) 328.4217, or e-mail [jane.grinde@ndus.edu](mailto:jane.grinde@ndus.edu). TTY Number 1-800-366-6888.

As employers, the State of North Dakota and political subdivisions prohibit smoking in all places of state and political subdivision employment in accordance with N.D.C.C. § 23-12-10.

Applications for public employment will be confidential unless deemed a finalist. Public entities including the State Board of Higher Education and NDUS institutions shall determine finalists for open positions consistent with N.D.C.C. Section §44-04-18.27. Applications for public employment of non-finalists and any records related to those applications which contain information that could reasonably be used to identify an applicant are confidential.

Equal Opportunity Employer: The State of North Dakota and this hiring agency do not discriminate on the basis of race, color, national origin, sex, genetics, religion, age, or disability in employment or the provision of services, and complies with the provisions of the North Dakota Human Rights Act.

THE NORTH DAKOTA UNIVERSITY SYSTEM was organized in 1990. It is made up of 11 public colleges and universities governed by the State Board of Higher Education. The NDUS is composed of two doctoral-granting institutions (NDSU and UND), two master's granting institutions (MISU and VCSU), two universities that offer baccalaureate degrees (DSU and MASU), and five campuses that offer associate and trade/technical degrees (BSC, LRSC, MISUB, NDSCS and WSC).

The GRAND FORKS community offers an environment with the great amenities offered in larger urban areas, and the safety and convenience of a small community. Greater Grand Forks is an impressively cosmopolitan city, boasting a regional population of roughly 98,000 spanning two states.

Some of the features that make the community a great place to live are diverse educational opportunities, safety and low crime rate, parks and theaters, and a cost of living considerably lower than that found in large cities. To learn more about the community's quality of life, visit [www.gfchamber.com](http://www.gfchamber.com)