

Posting Date: September 26, 2019



CORE TECHNOLOGY SERVICES

Position Title: Applications Security Specialist

Position #: 00104381

Salary: \$16.00+ per hour/part-time/non-exempt/ non-benefited position

Job Band: 9000/temporary

Location: Grand Forks, ND

Closing Date: Open until filled

Description: This position will maintain security in all environments in support of development, testing, and production within the NDUS PeopleSoft application and NDUS ancillary systems. This position will perform security reviews and access audits and implement application-level security configurations. The position is to work closely with other teams to improve efficiencies in the security request and fulfillment process. This position reports to an Applications Security Administrator for the North Dakota University System (NDUS) and serves the Core Technology Services (CTS) group and the NDUS member institutions.

Minimum Qualifications:

- College level coursework in Information Systems or Computer Science, or related field, or 2 years of PeopleSoft (Campus Solutions, HCM, or Financials) experience, or equivalent work experience
- Strong interpersonal skills and the ability to effectively communicate with a wide range of individuals and constituencies in a diverse community
- Ability to work a flexible schedule that may include evening and weekend assignments

Preferred Qualifications:

- Bachelor's degree in Information Systems or Computer Science, or related field, or an equivalent combination of education, training and experience
- 2 years of practical experience in a technology and/or security environment
- 6 months of experience with configuring PeopleSoft security; experience in PeopleTools version 8.55 or higher, including Application Designer, Query, and Process Scheduler; experience with SQL or Oracle databases
- Security or technology industry certifications (e.g., CISSP, SANS GIAC, CompTIA, or similar)
- Previous experience in higher education

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 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 Veterans may claim a Veterans preference as per [North Dakota Century Code 37-19.1](#) by

Posting Date: September 26, 2019

including 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. 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