UNIVERSITY OF DALLAS

Application Information System Analyst

Job Number: 7676UD

Information Systems

Date Posted: August 15, 2019

WHO WE ARE

The University of Dallas is a private university that leads in academics and has been consistently ranked as one of the top regional universities in the country, holding a place on both U.S. News & World Report's list of the top 10 Catholic colleges in the West and Forbes' Best Value Colleges. We thrive on professional development, a family-oriented environment, our rich traditions and exceptional employee benefits.

JOB DESCRIPTION

UD is currently seeking an Application Information System Analyst. The Application Information System Analyst to provides functional and technical support for applications which support the university's students, faculty and support services, including but not limited to Banner and its underlying architecture and toolsets and its integration with other applications. Support includes the setup, configuration and implementation of new releases. This individual will have the opportunity to write and maintain technical specifications, documentation to describe program development, logic, coding, testing, changes, and corrections.

PRIMARY RESPONSIBILITIES

- Manage resources to effectively achieve university goals.
- Collaborate with ERP Application System manager to train new users to effectively use the applications.
- Assist user in defining and creating reports; troubleshoot user problems guided by department goals and objectives.
- Working with other team members to develop organizational standards, effective practices, and knowledge-base.
- Monitoring, tracking, and reporting project risks, issues, milestones, and work completed.
- Analyzing, defining, and documenting requirements for data, work-flow, logical processes, hardware and operating system environment, interfaces with other systems, internal and external checks and controls, and outputs.
- Customizing and coding screen layouts, graphical user interfaces, printed outputs, and interfaces with other systems.
- Write SQL Stored Procedures for application data sets and integration support.

MINIMUM REQUIREMENTS

- Bachelor degree in Information Systems or field relevant to database management.
- 4 years of experience in functional support or advanced user in ERP environment.
- Knowledge of programming, SQL, PL/SQL, Java Script, and Unix/Linux.
- Banner Financial Aid module knowledge is a plus.
- Knowledge of Evisions Argos Enterprise Reporting is a plus.

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ADDITIONAL INFORMATION

- Standard office environment.
- May require lifting and/or carrying of materials and/or equipment weighing up to 15 lbs.

BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; free tuition for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: https://hr.udallas.edu/apply/

The University of Dallas seeks to recruit, develop, and retain faculty, staff and administration of the highest caliber.

The University is an Equal Opportunity Employer, and encourages applications from female and minority candidates and others who will enhance our community and advance our Mission.