

Systems Programmer Analyst

Belhaven University, a Christian liberal arts university committed to the ministry of integrating faith and learning, is searching for the ideal candidate for Systems Programmer Analyst in our Systems Administration department who has a heart for serving students and staff as well as a desire to serve Christ Jesus.

Position Overview

The Systems Programmer Analyst works with the Director of Systems Administrator to execute the overall duties associated with the Systems Programmer Analyst activities. This position requires coordination with the Director of Systems Administrator to perform the duties necessary to support faculty, staff and students with forms, screens, reports, subroutines, computed columns, and security in the Colleague ERP system and their associated sub-products. In addition, this person would assist with administration and integration with third party systems and generating reports when necessary. This person will also assist with troubleshooting issues involving Belhaven administrative systems and monitoring the EDX queue. The Systems Programmer Analyst reports directly to the Director of Systems Administration.

Qualifications

Bachelor's degree or equivalent related work experience is required. Programming skills in Colleague Studio including custom creation of subroutines, screens, and computed columns is highly desirable. Experience in Sharepoint, StarRez, Image Now, CROA or Recruit are desirable but not required. The successful candidate must have significant experience in SQL or Unidata, and must have the ability to troubleshoot and problem solve database related issues. Knowledge of C#, Html, Asp.Net and Java is a plus, but not required. The successful candidate will assist where needed with troubleshooting and usability issues in all student systems, and must be willing to learn and adapt quickly to system updates and changes. Must have a heart for students, understand the integration of faith and learning, and have excellent customer service and communication skills. Applicants must fully support the University Vision, Mission, and statement of Faith found at www.belhaven.edu/belhaven/mission.htm

Application Guidelines

Interested applicants may make application by submitting

- 1) Letter of interest
- 2) Resume
- 3) Reference list with contact information (including a Pastoral reference), and
- 4) Please prepare a brief account (no more than 750 words) of your spiritual pilgrimage including the time and circumstances surrounding your becoming a believer in Christ and your current relationship with Christ. Please click on this link http://www.belhaven.edu/belhaven/employment_pdfs/LetterOfEmploymentCommitment.pdf to review Belhaven University's Commitment Statement including our employee expectations. Should you receive a job offer, you will be asked to sign accepting this commitment.

Only applicants who submit all four required items will be considered. Resumes will be accepted until the position is filled. Additional information about Belhaven University may be found at www.belhaven.edu.

Interested applicants should send their information to:

ssteelman@belhaven.edu

OR

Stephanie Steelman
Director of Systems Administration
Belhaven University
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