

POSITION ANNOUNCEMENT

PROGRAMMER

ALABAMA COMMISSION ON HIGHER EDUCATION

The Alabama Commission on Higher Education is accepting applications for the position of Programmer. This position reports to the Information Technology Services Manager.

RESPONSIBILITIES INCLUDE:

- Develops, writes and tests computer programs.
- Troubleshoots and debugs computer application problems to ensure data is accurate and information is reported correctly.
- Reviews and edits data submitted by institutions for completeness and accuracy and identifies and addresses problem areas.
- Composes documents such as reports, program documentation, and correspondence.
- Coordinates programming and testing with specified agency staff.
- Submits periodic reports to keep supervisor and Commission staff informed of work progress and emerging issues.

EDUCATIONAL/KNOWLEDGE REQUIREMENTS:

- Associate Degree in Information Technology (minimum); baccalaureate degree or higher preferred. Degree must be from a regionally accredited institution and granted by employment start date.
- Minimum of 2 – 3 years' experience in structured program design, development and other principles and practices of computer programming and analysis.
- Experience programming in Microsoft Visual Basic.NET technologies, managing data, databases, input/output files and producing computer reports in various formats.
- Knowledge and experience using Microsoft SQL server, databases, stored procedures and Reporting Services.
- Knowledge and experience with ASP.NET for website hosted applications.
- Experience with CMS (Content Management System), especially with DotNetNuke (DNN) is a great plus.
- Knowledge and ability to implement smart modern web standards including accessibility and usability.
- Knowledge and experience with Microsoft Office Suite and Operating Systems.
- Ability to work independently with minimal supervision.
- Demonstrated ability to perform effectively and positively in a fast-paced, team-oriented environment.

PLEASE NOTE:

- Emailed applications only. Mailed or faxed applications will not be accepted.
- A skills test will be administered to candidates selected to be interviewed.
- References related to the position's requirements may be requested from the selected finalist.
- The successful candidate will be subject to a six-month probationary period.
- The Commission does not pay travel expenses for interviews.
- The Commission does not pay moving expenses.

DEADLINE FOR APPLICATIONS: September 24, 2019.

SALARY: \$61,119.71 to \$65,834.88

TO APPLY: In order for the application to be considered complete, the applicant must submit the following: (1) a cover letter (must be an attached letter, not an email), which addresses the specific educational/knowledge requirements outlined above (obvious website generated cover letters or emails are not acceptable); (2) a resume and (3) an ACHE Application (application may be found on www.ache.edu under "About Us/Employment Announcements"). Failure to provide all three documents will result in your application being considered incomplete. The agency will not contact applicants concerning missing documents.

SUBMIT TO: Tim Vick, Director of Operations at tim.vick@ache.edu.

For additional information about ACHE visit: www.ache.edu

THE ALABAMA COMMISSION ON HIGHER EDUCATION IS AN EQUAL OPPORTUNITY EMPLOYER