POSITION ANNOUNCEMENT

The position serves the Division of Policy and Planning of the West Virginia Higher Education Policy Commission whose offices are located at 1018 Kanawha Boulevard, East, Charleston, West Virginia.

Position Title: Senior Programmer/Developer – Full-time
Classification: Non-Classified, Exempt, Benefits Eligible
Date: January 15, 2015

Overview: The Division of Policy and Planning is seeking a Senior Programmer/Developer to provide systems analysis and programming support for state-level data submissions, state financial aid programs and ad hoc projects.

Duties and responsibilities: Under the general direction of the Director of Information Systems, facilitates awarding and administration of state financial aid programs through the development and maintenance of the state’s online Financial Aid Management System; supports current financial aid institution invoicing procedures, and develops more efficient online invoice interfaces; facilitates submission, edit checking, warehousing, and reporting on postsecondary institutional data submissions to the HEPC through the maintenance, enhancement, and development of web applications; provides institutional and user support; helps develop and maintain new applications for agency employee access to institutional data submissions; develops documentation of information system processes; and applies appropriate data security and role-based data access protocols.

Education and experience requirements: Bachelor degree in Computer Science, Information Systems or related field and four years of related work experience required. However, any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities will be considered.

Required experience includes web application development using Visual Studio/C# and .NET; proven and significant knowledge of web technologies including JavaScript, jQuery, CSS, and HTML; strong written and verbal communication skills; and application/web application documentation and training. Successful candidate will be proficient with Microsoft Office/LibreOffice applications. Well-developed interpersonal, communication, problem-solving, and conflict resolution skills are required.

Preferred experience/knowledge includes database programming via standard SQL or Oracle SQL+ and PL/SQL; interfacing web applications with SQL databases; and developing and maintaining stored procedures on relational databases. Any knowledge of SAS Programming (PROC SQL/PROC TABULATE) is a plus, as is any working knowledge of administration of college financial aid programs or institutional research reporting practices.

Salary: Commensurate with qualifications and experience.

Closing date: Applications will be accepted until position is filled. Priority consideration will be given to application materials received on or before 5:00 p.m. February 6, 2015.

Application process: Qualified candidates should submit a letter of interest, a current resume, and the names, titles, phone numbers and e-mail addresses for three professional references. Finalist candidates are subject to employment and credential verification, reference and background checks. Submit all information electronically via e-mail with “Senior Programmer Developer” in the subject line to: hepc.hr@hepc.wvnet.edu.

Equal Opportunity/Affirmative Action Employer

The West Virginia Higher Education Policy Commission and the Community and Technical College System of West Virginia are equal opportunity employers. To that end, we endeavor to provide equal treatment in employment and provision of services to applicants, employees and those we serve without regard to race, color, national origin, sex, sexual orientation, gender identity, religion, age, disability or veteran status. The Commission and Council provide a collegial, respectful and inclusive environment that values the diversity, creativity and contributions of its staff.