**Analyst Programmer**

**Please see Special Instructions for more details.**

**This is an Internal Employment Opportunity** Applications will be reviewed based on the information submitted on the employment profile with education and work history along with any other requested documentation i.e. Posting specific question responses, transcripts, etc. **Your profile MUST clearly show how you meet the minimum/required qualifications for the position.** Resumes are NOT accepted at the application stage for classified staff positions. Typically, the starting salary is at the lower end of the salary range. For additional information please contact: Angela Williamson, angela.williamson@oregonstate.edu OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community. This position is designated as a critical or security-sensitive position; therefore, the incumbent must successfully complete a criminal history check and be determined to be position qualified as per OSU Standard 576-055-0000 et seq. Incumbents are required to self-report convictions and those in youth programs may have additional criminal history checks every 24 months. Offers of employment are contingent upon meeting all minimum qualifications including the criminal history check requirement.

**Position Details**

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| Position Information | | |
| **Department** | | Inst Analytcs & Reportng (JIS) |
| **Classification Title** | | Analyst Programmer |
| **Job Title** | | Analyst Programmer |
| **Appointment Type** | | Classified Staff |
| **Job Location** | | Corvallis |
| **Position Appointment Percent** | | 100 |
| **Appointment Basis** | | 12 |
| **Pay Method** | | Salary |
| **Min Salary** | | $4282 |
| **Max Salary** | | $7948 |
| **Employment Category** | | Regular |
| **Position Summary** | | **This is an Internal Employment Opportunity**  This recruitment will be used to fill one full-time Analyst Programmer, Competency Level 2, position for Institutional Analytics and Reporting at Oregon State University (OSU).  This position provides analytical and programming development and support for IAR interfaces and applications including CORE, GRS, web, and mobile forward facing interfaces, report, dashboards, and other digital wayfinding and voice and visual information portals. The position reports to the Institutional Analytics and Reporting Strategy and Engagement Manager. |
| **Position Duties** | | 40% HCI Interface Design  -Develop and maintain Digital user interface design and experience for IAR interfaces and applications including CORE, GRS, Web and mobile forward facing user interfaces, reports, dashboards and other digital wayfinding and voice or visual information portals.  -Develop design specifications and standards in the form, storyboards, site maps, wireframes, and prototypes to ensure the digital experience flows seamlessly and communicates the information architecture and intended interaction behaviors.  -Develop, adjust, and improve designs based upon target-user testing and feedback to determine compliance with internal and external usability and accessibility standards  20% Web and Mobile Interface  -Design and maintain IAR web and mobile portals including interfaces to Data Dictionary, Report wayfinding portal, IAR applications and report search/wayfinding function, and voice enable interfaces and /or chatbots.  10% Graphic Standards  -Develop and maintain IAR graphics standards for printed and electronic IAR communications including Power Point, printed communication, and public facing information web and mobile portals.  • Ensure IAR system/interface compliance with OSU web and graphics design standards, develop, and maintain internal graphics and design standards  25% Voice Interface  -Utilize APIs and/or other techniques to provide valuable data sets for exposure through voice or conversation enabled interfaces.  -Understand business needs and use cases, build conversational interfaces that are natural, intuitive and easy to use.  -Create both technical and Voice User Interface (VUI) designs for conversational applications; code, test, maintain and document those applications.  -Work closely with application developers and Analysts to ensure technical feasibility and quality of design execution  5% Other duties as assigned |
| **Minimum Qualifications** | | This classification requires a basic foundation of knowledge and skills in systems analysis and related programming support functions generally obtained by a bachelor’s degree in computer science, or an equivalent amount of training and applied experience. |
| **Additional Required Qualifications** | | Bachelor’s in Degree in New Media, Digital Communication Arts or similar  Advanced Drupal architecture experience; experience automating website content editing, approval & update processes; experience with website theming;  Strong front-end web development skills including HTML, & CSS, JavaScript, jQuery; demonstrated experience working with universal & accessible design across various devices + Advanced Adobe Creative Suite Skills; including experience in all areas of the creative suite  Experience working with university web & mobile services, along with other central marketing & communications entities (including photography, graphic design)  Experience designing and implementing automated processes and structures for web content management systems and user interfaces  Proven project management and self-management skills for complex digital media and/or web projects  Knowledge and experience of implementing accessibility standards and user experience best practices for higher education audience  End to end creation of a digital environment for way-finding  Applied experience with implementing and effectively using information from tools such as Google analytics and user experience testing and assessment  This position is designated as a critical or security-sensitive position; therefore, the incumbent must successfully complete a criminal history check and be determined to be position qualified as per OSU Standard 576-055-0000 et seq. Incumbents are required to self-report convictions and those in youth programs may have additional criminal history checks every 24 months. |
| **Preferred (Special) Qualifications** | | Master’s degree or additional education in related skills  Skills in Adobe XD or similar rapid prototyping software, and experience iterating digital designs quickly based on client needs & feedback.  Familiar with the terminology and organizational structures that are present in large research universities like Oregon State University or similar experience / level of knowledge of the higher education system  Innovative new media technology research experience & design thinking experience  Experience working with DRUPAL web services API’s, services views, and automated feeds import / export process architecture  Advanced video editing and media skills, especially used for increasing community engagement and knowledge  A demonstrable commitment to promoting and enhancing diversity |
| **Working Conditions / Work Schedule** | | Typical office environment conditions and work schedule. |
| **This position is deemed essential and the incumbent may be expected to report to work during inclement weather, emergency and other University work curtailments or closures.** | | No |
| **This position requires a clear and unambiguous commitment to compliance of all National Collegiate Athletic Association (NCAA) regulations for Division I (FBS) universities.** | | No |
| Posting Detail Information | | |
| **Posting Number** | P01728CT | |
| **Number of Vacancies** | 1 | |
| **Anticipated Appointment Begin Date** | 09/15/2018 | |
| **Anticipated Appointment End Date** |  | |
| **Posting Date** | 08/21/2018 | |
| **Full Consideration Date** |  | |
| **Closing Date** | 09/04/2018 | |
| **Indicate how you intend to recruit for this search** | Competitive / Internal | |
| **Special Instructions to Applicants** | **This is an Internal Employment Opportunity**  Applications will be reviewed based on the information submitted on the employment profile with education and work history along with any other requested documentation i.e. Posting specific question responses, transcripts, etc. **Your profile MUST clearly show how you meet the minimum/required qualifications for the position.** Resumes are NOT accepted at the application stage for classified staff positions.  Typically, the starting salary is at the lower end of the salary range.  For additional information please contact: Angela Williamson, angela.williamson@oregonstate.edu  OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.  This position is designated as a critical or security-sensitive position; therefore, the incumbent must successfully complete a criminal history check and be determined to be position qualified as per OSU Standard 576-055-0000 et seq. Incumbents are required to self-report convictions and those in youth programs may have additional criminal history checks every 24 months. Offers of employment are contingent upon meeting all minimum qualifications including the criminal history check requirement. | |

**Supplemental Questions**

Required fields are indicated with an asterisk (\*).

1. \* Internal employment opportunities are filled from within the institution by candidates who are current, or recent, members of the OSU Community. Please indicate how you meet this criterion. See: http://hr.oregonstate.edu/jobs/oeshtxt/111 for details.

(Open Ended Question)

**Documents Needed to Apply**

**Required Documents**

**Optional Documents**