IT Application Development - Entry

Apply

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**Salary**

$6,331.00 - $8,306.00 Monthly

**Location**

Mount Vernon, WA

**Job Type**

Classified - Permanent, Scheduled

**Job Number**

C24-035

**Department**

Information Technology

**Opening Date**

10/14/2024

* [**Description**](https://www.schooljobs.com/careers/skagitedu/jobs/4664890/it-application-development-entry#details-info)
* [**Benefits**](https://www.schooljobs.com/careers/skagitedu/jobs/4664890/it-application-development-entry#details-benefits)
* [**Questions**](https://www.schooljobs.com/careers/skagitedu/jobs/4664890/it-application-development-entry#details-questions)

**Position Summary**

**The Opportunity:**This position provides information technology services in the areas of application development and customer support. This position is responsible for designing, developing and deploying custom programming, databases and related applications that are used directly by students, staff and faculty. This position is also responsible for developed application administration and customer support, maintenance, and administration of IT developed systems and technology. This position fosters the vision of Skagit Valley College by supporting the creation, use, and implementation of quality, innovative technology, with an end goal of having stable, up-to-date, and secure applications running with high availability that enable the college to reach strategic goals.  
  
**The Location:**Skagit Valley College is on the traditional and unceded territories of the Coast Salish People’s, especially on Swinomish Indian Tribal Community, Upper Skagit Indian Tribe, Samish Indian Nation, Nooksack Indian Tribe, and Sauk-Suiattle Indian Tribe. Located in a geographically diverse region between the dynamic metropolitan hubs of Seattle and Vancouver, BC, SVC is never far from world-class outdoor recreation, urban arts scenes, and local cultural events. SVC serves our local communities with a campus in Mount Vernon, Oak Harbor on Whidbey Island, and centers in Friday Harbor, a Marine Technology Center in Anacortes, and a Brewing Academy in Burlington.  
  
***Mission*:**Skagit Valley College cultivates student learning and achievement; contributes to the educational, personal, and economic success of students; and promotes equitable and thriving communities.  
  
***Vision*:**The primary focus of Skagit Valley College is student-centered teaching and learning. We are committed to:

* Equitable student outcomes in access, achievement, and community;
* Our Guiding Principles;
* Decisions based on strategy and evidence;
* The development of our employees;
* A diverse and inclusive college community where everyone belongs.

***Guiding Principles*:**Respect, Integrity, Open and Honest Communication, Collaboration,  
 and Compassion.  
   
**About SVC:**Established in 1926, Skagit Valley College is a comprehensive community college within the [Washington State Board for Community and Technical Colleges](https://www.sbctc.edu/) (SBCTC) providing associates and bachelor’s degrees, as well as certificates, in high-quality academic transfer pathways, workforce training, basic education for adults, and lifelong learning opportunities. Our equity goals align with SBCTC’s Vision statement; “Leading with racial equity, our colleges maximize student potential and transform lives within a culture of belonging that advances racial, social, and economic justice in service to our diverse communities.”SVC's commitment to equity and social justice drives our collective work to increase access to higher education, inspire student learning and achievement, and strengthen our diverse community. We embrace equity through our core themes of access, achievement, and community by pursuing the continuous examination and revision of norms, policies, and practices to foster the success of all.  
   
SVC aspires to reflect the diverse racial, ethnic, and linguistic demographics in the district, particularly a growing Latinx population. As an emerging Hispanic Serving Institution (HSI) SVC seeks equity-minded leadership, faculty, and staff that are committed to inclusive practices and diverse environments where students from all backgrounds can thrive via multidisciplinary collaboration and the implementation of an array of services.  Candidates representing all aspects of diversity are encouraged to apply. Skagit Valley College offers:

* An unrelenting focus on our mission to improve the lives of our students and to strengthen our diverse community.
* Support for innovative teaching, learning, and scholarship.
* Exciting opportunities for personal and career growth.
* Diverse cultural and environmental benefits of rural, suburban, and urban lifestyles.
* Friendly, supportive, and diverse work environments.
* Excellent benefits include competitive leave packages and an array of health, dental, vision, and retirement plans to meet your current and future needs.

**Duties and Responsibilities**

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*Application Design, Development and Support*

* Create custom programming solutions that vary in size from simple forms to full enterprise systems;
* Take custom programmed systems from other institutions and integrate/implement them into our environment.  This usually involved additional programming to tailor the application for our specific business process;
* Write and maintain server-side code in .NET, PHP, and Perl for institutional web systems. Deploy and delegate access to new websites as needed;
* Design, write, and maintain code using APIs for integration with 3rd party tools and systems;
* Training, support, and account management for systems and applications across all departments to ensure proper access is granted and users understand how to use systems that we have deployed in their area.

*Database Services Implementation and Support*

* Maintain and support database systems for campus technology users by providing optimized programming solutions and systems for the tasks at hand;
* Assist the Data Manager in administering both SQL and MySQL/MariaDB database servers both from the command line and using MS Access, SQL Server Management Studio and MySQL Workbench;
* Create and maintain data processes and workflows to ensure the availability of data integrations between ERP, CRM, Canvas, AD, and other purchased or developed systems, also to ensure accurate data is maintained throughout these systems.
* Ensure high availability and performance of institutional data servers both on premise and in the cloud;
* Integrate our systems and data into third-party hosted software systems such as customer relations management, mobile/email emergency alerting, student schedule planning, room/resource scheduling, library patron systems, online learning management systems, online collaboration suites, and more.

*ctcLink Local Security Administration Support*

* Add, Remove, and change users ctcLink permissions according to job roles and changes in duties;
* Audit and correct security permissions based upon best practices, common process workshops, separation of duties reports and other necessary requirements;
* Support HR and the Business office as a technical lead and business analyst;
* Serve as a technical point of contact for SBCTC’s ctcLink support team, managing SVC tickets;
* Provide ctcLink Support for stakeholders.

*Data and System Security*

* Set security settings to ensure data and information is secure;
* Install/update add-ons and third-party software for both security and performance;
* Review security/access logs for possible violations/issues;
* Perform regular account audits for systems and applications for all staff to ensure security of systems and remain in-line with access policies;
* Remove or disable accounts per employee separation reports accounts using Microsoft SQL Server Management Studio, Visual Studio, HPUX, Microsoft Access, and internal or 3rd party applications;
* Track and patch vulnerabilities on data and web systems.

*General System Administration*

* Performance tuning to reduce load/wait times;
* Implement purchased and open-source software/database systems.  For example: Trio Reporting system, pay for print, website content management systems, etc;
* Manage internal and external DNS;
* Oversees the performance and condition of data/web servers and applications;
* Install and configure software on Windows and Linux systems.  Tune and monitor systems for performance.

**Qualifications**

**Minimum Qualifications:**

* AA Degree in Application Development, Database Administration, or related field or two years of Experience with relational database systems such as SQL, Oracle, or MySQL;
* Advanced experience with ASP/ASP.NET;
* Advanced experience with SQL Server.

**Preferred Qualifications:**

* Experience with Higher Education Administrative Systems/ERPs;
* Experience with Learning Management System APIs/Integrations;
* Experience with WA SBCTC Legacy Administrative Systems;
* Bachelors degree in Application Development, Database Administration, or related field  
   or four years of Experience with relational database systems such as SQL, Oracle, or MySQL.

**Salary, Benefits, Conditions of Employment, Application Procedure**

* **Salary is based on Range 04IT, Step A, $6,331 per month with periodic increments to $8,306 per month**. Salary placement is typically made at the starting salary for the range. Placement higher in the range may be considered for qualifications and experience. Salary and benefits are subject to change in accordance with legislative mandates and collective bargaining agreements.
* This position is eligible for overtime pay in accordance with the Fair Labor Standards Act.
* This is a union-represented position subject to a collective bargaining agreement.
* Retirement, medical, and insurance benefits are provided in accordance with state regulations. Additional information on benefits can be found at <https://fortress.wa.gov/hca/pebbhealthplan/compare.aspx>.

**Application Deadline:**Priority screening will begin after **November 3, 2024**.  Applications received on or before this date will receive first consideration. Applications received after the screening date may be considered until the position is filled.  
   
Please be aware that the College hiring authorities reserve the right to hire one or more candidates and may exercise the option to make a hiring decision prior to the conclusion of the recruitment process. Only candidates selected to interview will be contacted.   
  
**Application Procedure:**  
To be considered for this position, applicants must:

* Meet the minimum qualifications and;
* Submit a complete application to the online recruitment system at [www.skagit.edu](http://www.skagit.edu/)that includes the following:
  + The online application, which includes answers to all supplemental questions and contact information for at least three (3) professional references;
  + A current resume; (Attachment: Resume)
  + A cover letter addressing how your education and experience relate to the duties and responsibilities of the position (Attachment: Cover Letter).

In order to be considered for the position, you must complete the online application in full and attach the required supplemental documents. Failure to provide this information may eliminate you from consideration for this position.  
  
**Conditions of Employment:**

* Prior to employment, a background check including criminal record history will be conducted. Information from the background check will not necessarily preclude employment but will be considered in determining the applicant's suitability and competence to perform in the position.  
    
  Additionally, pursuant to RCW 28B.112.080, applicants must declare whether they are the subject of any substantiated findings of sexual misconduct in any current or former employment or are currently being investigated for, or have left a position during an investigation into, a violation of any sexual misconduct policy at the applicant’s current or past employer. By law, post-secondary education institutions cannot hire an applicant who refuses to declare the existence or non-existence of an investigation or findings subject to this statute.

* In the interest of providing a healthy, safe, and secure educational and work environment, and in order to meet the requirements of federal legislation, it is the policy of Skagit Valley College to maintain an alcohol and drug-free workplace for our employees and students.
* If hired you will be required to provide proof of identity and documentation of U.S. Citizenship or appropriate authorization to work in this position as required by the Immigration Reform Control Act of 1986.
* This classification is included in the classified staff bargaining unit, represented by the Washington Public Employees Association, WPEA.

**Application Assistance:**If you have questions about the position or require special accommodation, you may contact Human Resources at (360) 416-7794, Monday through Thursday, 8:00 a.m. to 5:00 p.m. Pacific Time.  SVC complies with the Americans with Disabilities Act. Applicants with disabilities who require assistance with the recruitment process may leave a TDD/TTY message at (360) 416-7718 by the application closing date.  Information on SVC's Reasonable Accommodation policy can be found at [OPPM 3040](https://www.skagit.edu/wp-content/uploads/2022/08/3000-section-human-resources.pdf.).  
   
For questions regarding the online application system, you may call NEOGOV Applicant Tech Support at (855) 524-5627 from 8:00 a.m. to 5:00 p.m. Pacific Time. For best results, apply using one of the following browsers supported by NEOGOV: Google Chrome, Mozilla Firefox, Safari, Microsoft Edge, and later versions of Internet Explorer.  
  **SVC Annual Security Report**: The U.S. Department of Education and the federal Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act require all colleges to provide information to current and prospective students and employees about campus safety policies, procedures, and statistics on certain crimes, including hate crimes, domestic violence, dating violence, stalking, and sexual assault.  We are required to report our campus security information and statistics in an Annual Security Report, which is updated annually each October.  All prospective employees may obtain a copy of the Annual Security Report from the Human Resources Office by calling (360) 416-7794 or by accessing the Report at: <https://www.skagit.edu/about/safety-security-parking/>  
   
*Skagit Valley College is an equal-opportunity employer and is committed to providing equitable opportunities for all groups in terms and conditions of employment and personnel practices.*  
  
*Skagit Valley College provides a drug-free environment and does not discriminate on the basis of race, color, creed, religion, national origin, sex, sexual orientation, and/or gender identity, pregnancy, genetic information, age, marital status, disability, honorably discharged veteran or military status in its programs and employment. For inquiries regarding non-discrimination policies, contact Carolyn Tucker, Vice President of Human Resources/EEO, 360.416.7794 or*[*carolyn.tucker@skagit.edu*](mailto:carolyn.tucker@skagit.edu)*. For inquiries regarding sexual misconduct compliance, contact Title IX Coordinator, Sandy Jordan, 360.416.7923 or*[*sandy.jordan@skagit.edu*](mailto:sandy.jordan@skagit.edu)[*.*](mailto:titleix@skagit.edu)*Mailing address: 2405 E. College Way, Mount Vernon, WA 98273.*