

Appalachian State University

Space Management Applications Analyst

Space Management and Planning at Appalachian State University seeks applications for a Space Management Applications Analyst. This position is responsible for the development, maintenance and management of the Series 25 software suite, a space management application and other space management tools. The position works closely with Institutional Research and external offices to ensure information integrity and reliability. This includes but is not limited to, data synchronization between Banner and other university databases, helps to resolve schedule and course data issues, assures and assesses quality control and data integrity, helps to develop, design, write and implement appropriate program code to develop university wide tools to support Appalachian's space management mission, helps to develop training modules and instructs groups or helps individuals, and plans, supervises, and manages all key facets as it relates to Series 25.

The Department of Space Management and Planning is housed within Institutional Research, Assessment, and Planning and has direct ties to the Offices of Academic and Business Affairs.

Minimum Qualifications:

- Graduation from a four year college or university with nine semester hours in programming and one year of experience in business application consulting or development.
- Experience in the field of work related to the position's role may be substituted on a year for year basis.
- Degrees must be received from appropriately accredited institutions.

Preferred Qualifications:

- Bachelor's degree in computer science or related field with experience.
- Proficient with SQL, Oracle, and/or other programming languages.
- Experience working with relational databases.
- Excellent interpersonal and communication skills.
- Ability to lead training workshops and give presentations to various audiences.

How to Apply

A complete application will include a letter describing relevant experiences and interest in the position and a current resume or curriculum vitae. It is requested that the application package include the names of 3-5 references with titles, institutions, and contact information. References will not be contacted until the candidate provides approval. These materials should be submitted to the ASU application portal. These materials should be submitted to the ASU application portal at:

<https://appstate.peopleadmin.com/postings/17150>

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Individuals with disabilities desiring accommodations in the application process should contact the search committee chair.

Proper documentation of identity and employability will be required before the hiring process can be finalized. Any offer of employment to a successful candidate will be conditioned upon the University's receipt of a satisfactory criminal background report.