Position: Software Specialist, Nonbenefited, misc wage, part time position
Location: University of Delaware, Division of Professional and Continuing Studies,
Newark Campus at 501 South College Avenue
Posted: November 20, 2019
Deadline: Posted until filled – applications reviewed immediately

CONTEXT OF THE JOB:
The Division of Professional and Continuing Studies at the University of Delaware seeks a part-time Software Specialist to design business applications, support critical business functions, meet project objectives, client requirements, and university goals. Under the general supervision of the Manager, Computing Operations, the Software Specialist collaborates with various internal departments such as marketing, registration, ACCESS, and OLLIs to ensure application environment supports internal needs.

PRIMARY RESPONSIBILITIES:

- Develop customized solutions to support critical business functions and meet project objectives, client requirements and company goals
- Address daily support and maintenance of applications
- Maintain a flexible and proactive work environment to facilitate a quick response to changing project requirements and customer objectives, and innovate ways to meet mission goals successfully
- Interact directly with clients, managers and end users as necessary to analyze project objectives and capability requirements, including specifications for user interfaces, customized applications and API interfaces.
- Collaborate with various internal departments, including marketing, registration and course programs, to ensure application environment supports internal needs relating to functionality and performance
- Serve in departmental or University committees, as assigned.
- Participate in professional development activities as needed or assigned by the supervisor.
- Perform miscellaneous job-related duties as assigned by the supervisor.
- Adhere to University of Delaware standards, policies and procedures.

QUALIFICATIONS:

- Software development experience, Net or Java, JSON experience helpful
- Third party application integration and API interface experience
- Experience developing customer-facing web applications
- SQL experience, preferably in Microsoft SQL Server environment
- Salesforce experience a plus
- Strong analytical skills; ability to translate business needs to functional requirements, visualization of requirements and meaningful recommendations
• Detail-oriented with strong organizational and project management skills, able to work well under deadlines in a changing environment and perform multiple tasks effectively and concurrently
• Excellent communication skills both oral and written with strong analytical skills

Apply:
This is a part-time miscellaneous wage position with no University of Delaware benefits. The position is no more than 29 hours per week; schedule to be determined. Compensation is commensurate with experience and education. Please send a cover letter, resume, names of three references with telephone numbers and addresses and salary requirements to Dave Vent at davvent@udel.edu. Review of applications will begin immediately and continue until the position is filled.

Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment. The University of Delaware is an equal opportunity/affirmative action employer and Title IX institution. For the University’s complete non-discrimination statement, please visit http://www.udel.edu/home/legal-notices/.

Statement of Responsibility:
The University of Delaware community values both personal and academic freedom. All members of the campus community have the personal responsibility to promote an atmosphere of civility in which the free exchange of ideas and opinions can flourish. We do so by learning from individual and collective differences and by respecting every human being.