COLLEGE OF
SAINT MARY

College of Saint Mary strives to create a safe, inclusive educational environment
where every person's worth and dignity is valued and nurtured. Applicants representing diverse
backgrounds and experiences are highly encouraged to apply.

Systems and Applications Analyst

Are you looking to join an amazing Information Technology team? This position is responsible for the assisting with the implementation, maintenance, updating/upgrading, and troubleshooting of CSM developed applications and systems and applications/systems purchased or licensed from vendors.

Our Idea of a Perfect Candidate Is Someone Who:
- Knows Python or other common, modern programming languages.
- Has SalesForce API experience.
- Has the ability to translate technical language to lay audiences.

Our Ideal Candidate's Education and Experience Include:
- Bachelor's degree in computer science, MIS or related field.
- Five years' experience as business analyst, data analyst, stand-alone developer.

This Position's Responsibilities Include:
- Act as the interface and liaison between IT and end users.
- Build and maintain Microsoft SQL Database reports.
- Development and maintenance of custom software packages.
- Maintenance, upgrade, and administration of purchased software products.
- Maintains change requests and data dictionary with assistance from campus data stewards.
- Work with staff and faculty to develop or improve business processes.
- Design and maintain reports, dashboards, and other data visualizations.
- Design, document, and maintain entities related to reporting, data warehousing, and data analysis.
- Develop and maintain documentation of business processes, dependencies, and related items.
- Provide training for end-users on applicable business applications or business process tools.
- Assist help desk in troubleshooting and resolving issues involving enterprise applications.

Why You Want to Be on This Team:
- You would be a part of a Mission-centered team, who work together to serve our community.
- You would enjoy full-time benefits including health insurance, paid time off, tuition remission programs, 403(b) with employer match, employee wellness time, and more!
- Free access to the campus recreation facilities, including a full gym, pool, and walking trail.
- CSM is committed to supporting the work-life balance of its faculty and staff.

Application
Please have a resume, cover letter, and contact information for three professional references, including one supervisor, ready to upload during the application process.

Please apply using the following link: Systems and Applications Analyst

College of Saint Mary is a Catholic university providing access to education for women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, sexual orientation, gender identity, pregnancy, age, national origin, disability, veteran status, marital status or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.