

ERP Database Administrator

The ERP Database Administrator is a full-time position in Information Technology. This position is responsible for providing end user support and administration for the College's ERP software (currently Jenzabar CX, but migrating to Jenzabar J1 by June 2020), writing simple to advanced reports in IBM Cognos, Infomaker, Izenda or other reporting software, and writing ad hoc SQL queries, stored procedures, and triggers.

A B.S. in Computer Science or related field is required, along with three (3) years of related experience.

Knowledge, Skills, Ability:

Required

- Experience working in a higher education ERP as a DBA or system administrator
- Ability to write SQL queries stored procedures, and triggers
- Experience with SQL Server DB and SSMS
- Experience with enterprise reporting tools: IBM Cognos, Infomaker, Izenda, etc.
- Knowledge of Active Directory to include resetting passwords and navigating OUs
- Detail oriented and possessing strong analytical skills
- Experience analyzing and interpreting complex business processes
- Capable of working independently, in small IT teams, and in large interdisciplinary teams
- Strong oral and written communication skills
- Strong interpersonal communication skills and client service orientation

Preferred

- Experience with Jenzabar J1 ERP
- Experience with Jenzabar CX ERP
- Experience with IBM Informix DB
- Experience with IBM Cognos
- Ability to navigate Linux via command line

Qualified candidates should send cover letter and resume to Human Resources, Brevard College, 1 Brevard College Drive, Brevard, NC 28712 or email to hr@brevard.edu.

Review of applications will begin immediately and will continue until the position is filled.

In order to provide a safe and productive learning and living environment, Brevard College conducts background investigations on all final candidates being considered for employment. Brevard College seeks to recruit and retain a diverse workforce, and encourages qualified candidates across all group demographics. Brevard College is an Equal Opportunity Employer.