Analyst III - Developer

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Professional and Managerial Group

Analyst III - Developer

Alumni Affairs and Development

Hiring #: 2020-0270

Please read the Application Instructions [1] before applying

Alumni Affairs and Development (AA&D) advances the mission of the University of Guelph by raising private support and building relationships with internal and external constituencies. This role reports to the Assoc. Director of Information Services and collaborates with project team members that are catalysts for AA&D success. AA&D is looking for energetic and hard-working individual to be a key player in development of our technology. This role must fully understand how information technology can be used for application development to meet the end user requirements of a $40 million per year Advancement office. As a member of Alumni Affairs and Development, the Analyst III – Developer exemplifies the recently defined department values of respect, empowerment, integrity, appreciation and forward focus.

The primary role of the Developer is to transform and translate functional specifications into detailed and documented technical specifications. The Developer takes ownership of all applications and interfaces that are used within AA&D. This includes but is not limited to our CRM enterprise level software. Once the Developer has clearly defined and documented the technical specifications, the developer creates the programming code for the applications to meet these specifications. A key part will be performing the unit testing for any custom application as it integrates into an off-the-shelf product. It must be able to withstand future upgrades and patches without causing integrity issues within the CRM software. This role must be the gatekeeper and assist team members to follow and utilize standard application life cycle software.

The Developer serves as the conduit between various analysts’ roles and the application itself; ensuring the software meets the needs of each business unit. The understanding of the clients is that each aspect of the application will meet the highest level of application developer standards usability with key deliverables of accuracy, responsiveness and ease of use. Once the programming code has been developed, the developer will be responsible for the testing and deployment plan of the application. This will require interface with the business owner(s) responsible for the User Acceptance Testing (UAT). The Developer must be accountable for the delivery of the application that best meets the need of both the end users and the application as a whole entity. For example, all development must be maintained as a scalable solution as the technology at AA&D matures.

Requirements for this position include: an undergraduate degree in Computer Science or related field and several years’ experience as a programmer or developer, or an equivalent combination of education and experience. The Developer background must demonstrate proven success to collaborate with enterprise stakeholders, including senior administration, to create applications that enhance the technical opportunities. To be successful in this role, the candidate must critically evaluate all level of detail from functional specifications and create software solutions via technical specifications. The Analyst III – Developer will be required to translate and reverse engineer for the end user how the technical solution meets their functional needs. Experience with technical writing as well as standard application support documentation is required. Specifically, this role needs excellent skills in:

- Application life cycle software such as Team Foundation Server.
- Proven ability to understand and utilize a custom Software Development Kit (SDK) that includes fluency in .NET language, XML, Microsoft SQL Server Reporting Services (SSRS)
- Relational Database specifically SQL Server 2014 experience including T-SQL to build stored procedures
and user defined functions, table/views and database normalization.
- Experience with report design using Microsoft Reporting Services platform.
- Experience with web based development tools such as ASP, CSS, HTML and Java.

Experience with non-profit organizations and software used within Higher Education Advancement verticals is a desired attribute.

This appointment is regularly performed on-campus but will be initially fulfilled remotely (off-campus) until the University resumes its regular operations.

Position Number          395-024
Classification           P04*

Professional/Managerial Salary Bands [2]

*Tentative evaluation; subject to committee review.

At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2020 09 09
Closing Date: 2020 09 16

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