

Applications and Database Developer

Colorado Department of Higher Education

POSTING DATE: 05/04/2022

COMPENSATION: \$55,000 – \$60,000 annually

DEPARTMENT INFORMATION:

The mission of the Colorado Department of Higher Education (CDHE) is to improve the quality of, ensure the affordability of, and promote access to, postsecondary education for the people of Colorado. In pursuing its mission, the Colorado Department of Higher Education will act as an advocate for the students and institutions of postsecondary education and will coordinate and, as needed, regulate the activities of the state's postsecondary education institutions.

DESCRIPTION OF JOB:

This position works within the Data, Research and Policy team to maintain and improve code in existing web-based applications and websites, deliver internal and external data requests, and manage data agreements.

This position supports the data needs of the Colorado ReEngaged (CORE) initiative which authorizes universities to create associate degree programs for students who have left the institution with no credential.

This position supports the data needs of the IES grant work on design and implementation of Credential As You Go.

This position reports directly to the Database Systems and Web Developer Manager.

This is a two-year fixed-term position that is partially grant funded.

Essential Duties & Responsibilities

Data, Research and Policy:

- Develop and maintain CDHE web-based applications and websites This includes applications such as SURDS, FAFSA portal, internal database systems and code-based sections of the CDHE website;
- Maintain and upgrade the website architecture in IIS for all websites hosted by CDHE;
- Managing project progress and adapt work as required;
- Originate and manage data sharing agreements;
- Communicate with internal and external data requestors on details of requirements and timelines of data requests;
- Extract and analyze data to deliver approved data requests to requestors;

- Data share with external evaluators and others with approved requests;
- Extract and analyze data. Provide reports and deliver presentations upon request;
- Work with other divisions at CDHE and external entities to support research and data needs required for the implementation of legislatively mandated and grant funded programs such as the Colorado ReEngaged Initiative, SHEEO transfer initiative, and Credential As You Go (funded through IES).
- Other duties as assigned

REQUIRED QUALIFICATIONS:

Minimum Competencies

- Self-starter & self-directed
- Ability to work independently
- Ability to plan and manage projects independently
- Strong organizational skills and detail oriented
- Ability to work in a fast paced environment
- Ability to meet deadlines regularly

Minimum Experience

- Minimum 2-3 years experience with a Microsoft SQL server database including table management, T-SQL and stored procedures.
- Minimum 2-3 years experience with developing Web Applications
- Experience with Visual Studio, Microsoft SQL Server Developer.
- Experience with Microsoft IIS.
- Experience with Microsoft office.
- Experience with project management.

PREFERRED QUALIFICATIONS:

Preferred Experience

- VB.Net ,C# , MVC and ASP.Net.
- Knowledge of the K-12 and higher education system including standardized testing, college entrance and placement tests, remedial coursework, concurrent enrollment, college admissions and financial aid.

APPLICATION PROCEDURES:

To be considered for this position, candidates must possess the minimum qualifications listed above and submit the following: Cover letter and resume. Submit your completed application materials to:

HR@dhe.state.co.us

Or:

Colorado Department of Higher Education
Attention: Human Resources
1600 Broadway, Suite 2200
Denver, Colorado 80202

This position is **not** governed by the selection process of the classified personnel system and is not part of the classified state personnel system.

Application Deadline: Position will remain open until filled. Application review begins immediately and position start is immediate. Employment is contingent on successful completion of a criminal background check.

Consistent with the State's Universal Policy on Flexible Work Arrangements, CDHE permits Flexible Work Arrangements (FWA) and this role qualifies for FWA participation. However, FWA is evaluated and granted by the appointing authority at their discretion based on business need, the nature and function of the work performed, and employee performance.

Employees of the State of Colorado must be authorized to work in the United States and be residents of Colorado. The Department of Higher Education does not assist with relocation expenses

Effective September 20, 2021, employees will be required to attest to and verify whether or not they are fully vaccinated for COVID-19. Employees who have not been fully vaccinated may be required to submit to serial testing in the future. Upon hire, new employees will have three (3) business days to provide attestation to their status with proof of vaccination. Vaccinated employees must provide proof of vaccination.

Note: Fully Vaccinated means two (2) weeks after a second dose in a two-dose series of the COVID-19 vaccine, such as the Pfizer or Moderna vaccine, or two (2) weeks after the single-dose vaccine, such as Johnson & Johnson's Janssen vaccine, as defined by the most recent State of Colorado's Public Health Order and current guidance issued by the Colorado Department of Public Health & Environment

The Colorado Department of Higher Education offers benefits for this position which include medical, dental, vision, and life insurance available to the employee and eligible dependents on a cost share basis between employee and the Department. Disability insurance is provided at no cost to the employee. Paid leave time is accrued at 14 hours per month for vacation leave and 10 hours per month for sick leave. There are 10 paid holidays in a calendar year.

Employees of the State of Colorado do not contribute to Social Security, but contribute to Colorado Public Employee Retirement Association (PERA)

The State of Colorado believes that equity, diversity, and inclusion drive our success, and we encourage candidates from all identities, backgrounds, and abilities to apply. The State of Colorado is an equal opportunity employer committed to building inclusive, innovative work environments with employees who reflect our communities and enthusiastically serve them. Therefore, in all aspects of the employment process, we provide employment opportunities to all qualified applicants without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity or expression, pregnancy, medical condition related to pregnancy, creed, ancestry, national origin,

marital status, genetic information, or military status (with preference given to military veterans), or any other protected status in accordance with applicable law.

The Colorado Department of Higher Education is committed to the full inclusion of all qualified individuals. As part of this commitment, our agency will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a disability and require reasonable accommodation to ensure you have a positive experience applying or interviewing for this position, please direct your inquiries to our Human Resource Director, Cindy Langan, at HR@dhe.state.co.us or call 720.264.8575.