UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Associate Director, UCS/Departmental Applications

DIVISION: Academic Affairs (ITS)

REPORTS TO: Director, University Computing Systems

GRADE: 16

SUPERVISES: Professional and technical support staff

BASIC FUNCTION:

Direct all project activities associated with URI's Enterprise Applications Services. Provide direction and planning of the technical aspects of the University’s central applications, such as all e-Campus modules for implementation and upgrades, as well as other enterprise applications such as WEB CT, WEB content management, etc. Work in conjunction with senior management to ensure business requirements and processes are implemented and improved successfully.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Provide day-to-day oversight for all projects, upgrades and enhancements to enterprise applications.

Responsible for advising staff members of options available for meeting functional and technical enhancements to enterprise applications, including process re-design.

Perform analysis and review to identify conformity of system functionality to University business practices. Propose solutions and approaches to closing gaps via process re-design, system functionality or technical applications.

Evaluate options on system capabilities and limitations as related to University Mission with regard to re-engineering, including identification of cross-module integration issues and technical applications enhancements.

Develop detailed business process design, incorporating industry best practices.

Responsible for identifying data issues causing production problems, and for developing and implementing corrective strategy.

Responsible for the application development area within ITS for overall academic and administrative applications.
Coordinate all applications for production issues, functionality enhancements, technical enhancements, and change management.

Responsible for implementation of system solutions to business process issues.

Ensure project integration by serving as main liaison between the e-Campus management team and technical staff and other functional teams.

Provide technical project and issues updates to the Director.

OTHER DUTIES AND RESPONSIBILITIES:

Perform other duties as assigned.

LICENSES, TOOLS AND EQUIPMENT:

Mainframes, client/server and personal computers; database, workflow, middleware, spreadsheet and project management software; PeopleSoft modules (V8.01) for Higher Education, Application Engine, Application Designer, Trace Tools, SQL/SQR, and Query, Oracle databases and Distributed Application Models, email operating systems (vm os390 aix linux).

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

Required: Bachelor's degree; a minimum of five years of PeopleSoft technical experience implementing and upgrading enterprise-wide computing systems, with at least two years in PeopleSoft V8.0 or higher; a minimum of four years of leadership experience in project management, including development of project plans, time lines, and resource allocation, preferably at a research university; demonstrated commitment to the integration of functional and technical resources as related to projects; superior analytical, communication and interpersonal skills; demonstrated applied knowledge of academic and business functions. Preferred: Experience in systems implementation or upgrades on multiple platforms and environments; four (4) years of experience in PeopleSoft ERP for higher education, version 8.0 or higher.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.