INGHAM INTERMEDIATE SCHOOL DISTRICT
Position Announcement

Job Title: Systems and Development Analyst
Job ID: 17481

Location: Ingham Intermediate School District – Mason, MI

Start Date: February 5, 2024

Salary Range/Level: 2023-2024 IIPSA 151+ Salary Schedule
Grade 4
$67,774 - $90,933 (commensurate with experience)

Terms of Employment: 52 weeks/year, 5 days/week, 8 hours/day

Date Posted: December 20, 2023
Application Deadline: January 15, 2023

Application Process: A COMPLETED ONLINE APPLICATION IS REQUIRED. (See application instructions at Ingham ISD under Join Our Team.)

Ingham Intermediate School District

Ingham ISD is a dynamic organization, committed to providing a wide variety of quality educational supports to school districts, children and families. We coordinate and deliver services and programs focused on student achievement, leadership and collaboration to advance excellence in education. While improving educational outcomes in our community, we likewise challenge our staff to grow personally and professionally. We are looking for team members who will support our mission to lead and serve in education and who will contribute to our culture of innovation. Diversity, equity and inclusion are important to our organization. We encourage applicants from underrepresented groups (e.g. race, gender, sexual orientation, disability, etc.) that will contribute to the enrichment of ideas and perspectives and best support those we serve.

Job Description

What You’ll Do

Under the direction of the administrator, designs, implements, documents, maintains, monitors, supports, integrates and trains on a variety of applications, code stacks and databases. Provides technical support and coordination of associated and related applications and databases. In addition, provides creative solutions to developing processes and procedures that support staff and administrators to easily use applications and access data sets.

- Works across multiple departments and constituent districts to support web applications, databases, data interchanges and data usage.
- Develops a variety of web applications/BI/ETL solutions to support various data systems and their needs.
- Contributes to the support and management of existing applications/BI/ETL solutions.
- Integrates data from multiple sources for interoperability.
System and Development Analyst

- Supports and refines ongoing development, performance assessment, and integration standards for web applications and database systems.
- Implements and maintains security and encryption practices when data sets contain potentially sensitive data and helps to ensure database and web application systems are available and accessible.
- Gathers data, assesses needs, assists with designing and implementing processes, procedures, reports and solutions.
- Works with staff to identify, streamline and automate manual reporting and integration processes.
- Performs other duties as assigned

What You’ll Bring

Need to Have

- Bachelor’s degree in technology or related field required with an emphasis on programming, business intelligence or database management preferred. Three or more years of recent and relevant experience and industry certifications may be used in lieu of degree.
- Three years of progressively more responsible recent and relevant experience in programming, business intelligence, complex SQL and database design.
- Full stack developer. Experience with support of Linux, preferably Debian/Ubuntu.
- Excellent customer service skills regarding timeliness of response, meeting established quality standards of practice, and communication.
- Strong interpersonal skills with the ability to communicate effectively, both orally and in writing, on a one-to-one basis and with groups at all levels of the organization. Ability to listen and draw out necessary information from customers.
- A high level of complex problem-solving skills is required due to the technical complexity of the problems. A lack of precedence often necessitates the development of creative solutions to problems.
- Demonstrated ability to work independently and as a member of a team to accomplish work goals and objectives. Able to plan, prioritize, and coordinate complex multiple projects in a fast-paced environment.
- Demonstrates principles of continuous learning and an automation mindset.
- Demonstrated ability to work with confidential data.
- Knowledge of the software development lifecycle and project management methodologies preferred.

What We Offer

- Competitive wages
- Five health insurance plans to choose from to best fit your needs
- District paid dental and vision insurance.
- District paid personal life insurance policy and long-term disability
- Employee wellbeing rewards and employee assistance program
- Paid leave time
- Retirement benefits
- Tuition reimbursement
- District-supported professional development
- Positive work-life balance

Working Conditions

- Work is in a normal environment where there is minimal or no physical discomfort.
- Travel is a requirement of this position.

Preceding data are intended to convey information essential to making fair pay decisions about the job, and are not exhaustive lists of the skills, efforts, duties, responsibilities or working conditions associated with it.
It is the policy of Ingham Intermediate School District not to discriminate on the basis of race, color, national origin, gender/sex, age, disability, height, weight, marital status, or lack of English language speaking skills, in its programs, services or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Assistant Superintendent of Human Resources, 2630 West Howell Road, Mason, MI, 48854. (517) 244-1289.