

**Job Description:**           **Information Technology Supervisor (P/A)**

**Job Code:**               **9776**

**Major Function/Needs:**

The Minnesota Population Center, a leading developer and provider of large-scale qualitative social science dataset, is in need of an Information Technology Supervisor. This position is for an experienced Information Technology Supervisor to supervise and mentor a team of web application developers in the implementation of multiple large-scale social science data dissemination projects. This position could include a mix of the following duties: strategic planning, designing, architecting, analyzing, mentoring and supervising others in writing, testing, and improving computer programs for data extraction, data management, and data entry. The position could also include researching, testing, and recommending appropriate languages, libraries, and technologies for MPC applications; and ensuring documentation of all code development. For more information about the MPC, see [www.pop.umn.edu](http://www.pop.umn.edu), [www.ipums.org](http://www.ipums.org) and [www.nhgis.org](http://www.nhgis.org).

**Job Responsibilities:**

This position will work extensively with social science data of various types (including microdata, aggregate data, historical and more modern data, as well as data from the United States and international sources). Duties could include:

- Provide supervision and mentoring of teams of web application developers; including interpreting requirements for developers, ensuring the use of appropriate technologies and architectures, assisting individual developers with career development objectives and writing employee reviews (50%)
- Architecture and design, including strategic planning and continual review and improvement of existing MPC data dissemination systems (30%)
- Researching and recommending new technologies (10%)
- Troubleshooting the most difficult MPC software problems, with an emphasis on mentoring and developing team skills in solving difficult software problems (5%)
- Hands-on implementation of typical MPC software to ensure continued familiarity with MPC software approaches, technologies, and challenges; and other duties as assigned (5%)

This position will report to the Information Technology Manager. The Information Technology Supervisor will consult with the Information Technology Manager and/or Project Leader on appropriate duties and responsibilities.

**Qualifications:**

ESSENTIAL: Bachelor's degree in computer science, MIS or a closely related field and two years of progressively more responsible experience in a variety of information technology areas

related to the duties assigned. Experience and thorough familiarity with Java and XML, and familiarity with one other programming language. Comfortable working within an integrated development environment (IDE), and in an environment that uses an automated build tool such as ANT. Other requirements include good interpersonal skills; reliability and attention to detail; a can-do attitude; and the ability to demonstrate leadership, act as part of a team environment, and show initiative.

**PREFERRED:** Proven ability and experience with a large-scale software project in a team setting, using source control, bug tracking, automated build, and project management tools. Experience architecting web solutions requiring scalability and reliability. The ability to create work plans, manage deadlines, and prioritize duties on multiple simultaneous project. Adaptability to meet multiple competing deadlines. Excellent oral communications and written communication skills. Demonstrated ability and willingness to learn new information technology as assigned.

**Salary:**

Negotiable – Salary based on skills and experience

**Application Procedures:** Please forward applications to Barbara Schwab, Minnesota Population Center, 537 Heller Hall, 271 19<sup>th</sup> Ave So, Minneapolis, MN 55455 or email [schwa133@umn.edu](mailto:schwa133@umn.edu). The application should include a cover letter, resume, and contact information of three references. Review of applications will begin September 7, 2004.

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WCB/Bjs