

INTO OREGON STATE UNIVERSITY

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Information Technology Business Partner

Company background

INTO Oregon State University (INTO OSU) is a 50/50 partnership between INTO University Partnerships and Oregon State University. The partnership was established in 2008 to help drive the University's internationalization agenda with the intent of raising its brand and profile, establishing itself as an international research-intensive university and transforming the profile of its international student body as well as enhancing the overall student experience. The partnership established and operates a campus-based state-of-the-art international pathway center that currently serves more than 1,200 international students in a variety of academic and English language programs.

INTO OSU is located on the Oregon State University (OSU) campus in Corvallis Oregon. Corvallis is one of America's safest, greenest small cities and has been ranked the fifth best college town in the nation. Corvallis is located 90 miles south of Portland and is an hour's drive to the beautiful Pacific Coast or the Cascade Mountain Range. Oregon State University is Oregon's leading public research university, with 12 colleges and more than 200 undergraduate degree programs. The University welcomes a diverse student body of over 26,000 students from across Oregon, all 50 states and more than 100 countries.

INTO is an organization working in partnership with leading Universities and investing in the development of world-class international student centers. Each INTO Center is managed by a joint venture management board in which INTO and the partner university are equal shareholders. Since 2006, INTO has successfully launched partnerships with 21 universities in the United Kingdom, United States and Asia. The Oregon State University Center is the first in the US.

Reporting line

This position will report to the Executive Director at INTO-OSU with a matrix reporting line into the Vice President of North America Systems.

Department

Information Technology

Job overview

The Joint Venture IT Business Partner (ITBP) of INTO-Oregon State University (OSU) is a midlevel technology role which has the overall responsibility to serve as the strategic interface and tactical solution provider for business units in the Joint Venture. This manager and developer role will work to provide solutions with a focus on solution discovery, technical implementation, service management, risk management, and relationship management.

This role serves as the business relationship link between business units within the joint venture in coordination with key Oregon State University partners as well as various groups within INTO University Partnership. The ITBP provides highly-valued technical solutions, support, and guidance through key IT initiatives. This role will communicate decisions, priorities and relevant project information to appropriate levels of staff regarding requests, issues, projects, and initiatives. This role will proactively share knowledge of technology risks and opportunities to build competitive advantage and improve efficiency and effectiveness of business units. It is expected that this role will partner with business leadership and other key stakeholders to define opportunities, identify and prioritize projects based on predefined criteria (e.g. return on investment, productivity, compliance), then assess the best method to implement the desired solution.

This role will take ownership of all IT responsibilities for the Joint Venture to ensure problems and issues are either resolved internally in-house, or actively work with the corresponding partner via the University or INTO to ensure proper solutions are implemented in a timely manner.

This role is expected to help centralize and standardize IT processes to help reduce costs and ensure the INTO-OSU IT department is more in-line with other INTO-North America Joint Venture Partners while maintaining the need to preserve critical local variations.

The successful candidate for this position will exemplify the INTO OSU Core Values:

A Global Outlook: We respect diverse perspectives and international experience.

Our Students: We value the success and well-being of our students as the foundation of our work.

People: We build community with compassion, cooperation, collaboration, and trust. We respect each other with open communication and transparency.

Personal Efficacy: We provide leadership and take personal responsibility. We work with enthusiasm, positivity, and passion.

Growth and Development: We grow and adapt to change with creativity, innovation, and flexibility both as individuals and as a group.

Essential Duties and Responsibilities

- Manage business relationship activities to ensure JV partnership technical engagement remains adequate and inclusive of IT's priority lists
- Leverage standard technology tools to develop solutions via active coding, script writing, and querying data based on agreed upon business rules.
- Solicit user requirements from key stakeholders to create clear and concise technical requirements documents
- Analyze, maintain, and/or transition existing systems to ensure the center remains operational

- Determine user requirements and create clear and concise technical requirement documents
- Document and manage any projects
- Work collaboratively with multiple data management teams
- Work within the University and INTO's framework of published standards and practices
- Develop high-quality solutions and services within the allotted time and budget
- Implement Information Technology processes, procedures, and standards for new and
- Support operations of the business unit through adoption of new technologies and development of ad-hoc prototype solutions
- Use data warehouse, database languages and related tools (Microsoft SQL Server Management Studio, Oracle Developer) to support regular and ad-hoc reporting from Salesforce, SQL Server, Banner and other systems as appropriate.
- Provide leadership by mentoring & guiding staff and non-technical colleagues, recommending improvements in processes, automating manual tasks, promoting a positive and collaborative environment and communicating concerns in a constructive and timely manner.
- Escalate to management of any issues with the potential to impact the service levels as agreed and help drive effective solutions
- Oversee hardware management and inventory processes for the Joint Venture.
- Other duties as assigned

Minimum Qualifications (Skills, Knowledge and Experience)

Education, Training and Experience

- Bachelor's Degree from an accredited college or university in Computer Science, Information Technology, or a related field.
- ITIL (Information Technology Infrastructure Library) certification preferred.
- Five years of relevant IT software development work experience for small and medium size enterprises.
- Knowledge and understanding of relevant regulatory requirements such as the Family Education Rights and Privacy Act (FERPA).
- Proficiency in Microsoft Suite (Word, Excel, PowerPoint).
- Knowledge of project-based methodologies
- Comprehensive Reporting and Querying Skills
- Extract Transform Load (ETL) skills to manage processes

Knowledge, Skills and Abilities

- Knowledge of various operating systems, operations security, and database services.
- Knowledge and understanding of enterprise, network, systems/endpoint, application and data protection issues and security risks.
- Excellent interpersonal and communication skills.
- Well-developed leadership skills in a matrix organization structure.
- Strong organizational skills.
- Solid project management skills.
- Ability to work effectively within a culturally diverse environment.
- Ability to understand and lead technical resources.
- Ability to work independently and with a high degree of professionalism.
 - Leadership – Demonstrates willingness to lead, take charge, and offer opinions and direction.
 - Adaptability/Flexibility – Works effectively in an environment in which the parameters may change daily; adjusts behavior to meet the needs of different people and situations.
 - Initiative – Demonstrate willingness to take on responsibilities and job challenges.
 - Attention to Detail – Pay careful attention to detail and thoroughness in completing work tasks.
 - Dependability – Demonstrate reliability, responsibility, and dependability and fulfill obligations.

Other technology skills:

Skill or Skill Set	Skill Level
SQL writing	Must Have – 4+ Years
C#, .Net Coding	Must Have – 4+ Years
Extract Transform Load (ETL) Methodologies	Must Have – 3 Years
Database architecture, inclusive of SQL Server Integration Studio (SSIS) and SQL Server Reporting Studio (SSRS)	Must Have – 3 Years
Visual Studio	Must Have – 2 Years
.Net Standard with knowledge of .Net Core, ASP.Net	Must Have – 2 Years
Git Source Control	Must Have – 1 Years

Preferred Qualifications

Other technology skills:

Skill or Skill Set	Skill Level
Python	Nice to Have – 2 Years
PowerBI	Nice to Have – 1+ Years
Salesforce familiarity	Nice to Have
Banner familiarity	Nice to Have

Location

This position is based at our INTO OSU office in Corvallis, Oregon, with the option of some remote work from

Compensation

This is a full time regular, exempt position with comprehensive benefit package including Medical, Dental, Vision, Life/AD&D, STD, LTD, 401(k), professional development, tuition assistance, wellness programs, paid holidays, and generous PTO. We offer a positive work environment, casual Fridays (wear your Orange and Black), on-site coffee shop and company sponsored events.

How to apply

Please click the following link to submit your Resume & Cover Letter.

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=784f8d56-cd0b-4d3e-a1ac-d483f8f0a37e&cclid=19000101_000001&jobId=426404&source=CC2&lang=en_US

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