# new_header_poster

# Title

Database Programmer Graduate Assistant

# Functions

Under the supervision of the Director of Information Management and Analysis for the Graduate School, the successful candidate will perform the following technical and administrative functions. This position represents one 0.50 FTE, 20 hours per week, and is a fiscal year appointment.

**Responsibilities**

* Build PL/SQL procedures for performing various processes related to the Graduate School Database running in Oracle
* Perform maintenance work on the Graduate School Database Web pages that are created through PL/SQL, including such things as removing or adding information or functionality, and rearranging page layout
* Design, develop, and implement new Web pages constructed through PL/SQL
* Work with staff to develop a solution that meets their need, including gaining a proper understanding of their request and timeline, and establishing realistic expectations of the completed project
* Gather feedback from staff during the process and after the implementation of the changes

## **Qualifications**

* Enrolled in a degree-granting graduate program at Purdue
* Programming skills to develop and maintain PL/SQL procedures and packages in Oracle
* Excellent written and oral communication skills
* Excellent analytical and problem solving skills
* Good understanding of customer service
* Good organizational skills
* Proficient in PL/SQL, SQL, and HTML

## **Application Procedure**

Submit the following materials to Don Brier, Graduate School Administration, YONG B-85, brierd@purdue.edu, or 494-0304.

1. CV with cover letter highlighting relevant experience and training
2. Contact information (name, e-mail, phone) of thesis/dissertation adviser
3. Contact information of two additional references

**Notice:** *Please do not apply unless you are available through at least December 2015, preferably at least May 2016*

## **Deadline**

Submit CV by July 18, 2014

Interviews will be conducted July 21 – 31

Duties to begin on August 18, 2014 (preferred)