Dear CSE Students:

Welcome to the first newsletter of the Fall 2015 semester.

**Undergraduate Program (CS and CpE):** Welcome back. To all our new CSE students, we are glad you have successfully made it into the department. As we begin the semester, Mr. Kellner (ENB-344F) will be doing the advising and working with Dr. Hendrix (ENB-343F), who will take over the advising role. Get to know both of them. For our Fall graduating seniors: please see Mr. Kellner to ensure everything is on track for your graduation. Bring an updated graduation checklist if you have changed classes.

**Undergraduate Program (IT):** Welcome to another year at USF. There has been a major changes in the way most mid-term and finals will be delivered for IT classes, which is through an on-campus proctored exam. Make sure you understand the requirements asked of you for each class you are participating in to fulfill this commitment. We wish you much success in another challenging learning experience at USF.

**Graduate Program:** No message for this issue.

Attached are announcements for the following (please note that this listing does not imply University or Department endorsement in any way):

- Hertz Foundation Graduate Fellowship
- CAE Tech Talk announcement
- Join the Girls Who Code Movement
- Kosovo Scholarship for USF students
- OPS Environmental Specialist Fish & Wildlife Institute
- SafeTravels Part-Time/Full-Time Mobile Application Developer
- Web & Mobile Development Intern at Sparxoo
- Graduate Assistant Position Department of English ASP.NET Developer
- Website Development Project
- Florida Poly Database Specialist
- Florida Poly Workday ERP Integration and Reporting Specialist
- Florida Poly Workday ERP Operations Administrator
- MindSumo Problems

Regards,

Ken Christensen
Director of the Undergraduate Program (and Newsletter Editor)
Email: christen@csee.usf.edu

The archive of old newsletters can be found at http://www.cse.usf.edu/newsletter
We Invite Your Application for Fall 2016 Graduate Fellowships in Applied Physical, Biological, or Engineering Sciences.

SUCCESSFUL CANDIDATES ARE

- Innovators who see challenges in new ways
- Eager to make a positive impact in the applied physical biological, and engineering sciences
- Applying to a PhD program or are in the first year of one
- An American citizen or permanent resident

FIELDS OF INTEREST ARE

- Astrophysics
- Quantitative Biology
- Biotech
- Chemistry
- Computer Science
- Earth Science
- Engineering
- Materials Science
- Mathematics
- Physics

HERTZ FELLOWSHIPS OFFER YOU

- Full tuition equivalent for up to five years
- A stipend of $32,000 per academic year
- $5,000 annually for dependent childcare
- $38,000 stipend if coordinated with other 3–year fellowship
- Over 40 currently participating U.S. research universities

Our principal goal is the building of a community that creates innovation to improve our lives, supports the national defense, and ensures America’s competitiveness in the global economy.

APPLY ONLINE
www.hertzfoundation.org

DEADLINE TO SUBMIT APPLICATIONS
OCTOBER 30, 2015

We Invite Your Application for Fall 2016 Graduate Fellowships in Applied Physical, Biological, or Engineering Sciences.
CAE Tech Talk is coming this Fall!

We took the Summer off, did a few push-ups, ate lots of nachos, and stayed away from sharks! What does this mean? It means, CAE Tech Talk is reloaded and ready for the Fall semester with brand new presenters! CAE Tech Talk is free, no travel required, no suits, no ties, no traffic jams, and no worries. Be on the lookout for upcoming announcements in your email and on the CAE Community website. We are looking to break attendance records this Fall!

For those of you who have not yet experienced CAE Tech Talk, it’s an online community of folks that love cybersecurity and want to see and give live online presentations.

For those of you interested in becoming a CAE Tech Talk presenter, check out the write-up below:

Do you have a heart to share technical knowledge with the Center of Academic Excellence (CAE) community? If so, NSAs CAE Tech Talk program needs you! CAE Tech Talk is an online forum where members of the CAE community give live, online presentations on technical topics related to cybersecurity to the rest of the CAE community.

CAE Tech Talks are free and convenient for the CAE community. There is no need to travel since presentations are conducted online; you can present or attend from just about anywhere (office, home, etc.) Capitol Technology University (CTU) hosts the presentations using their online delivery platform (Adobe Connect) which allows the presenter and attendees to interact live in real-time over the Internet.

Giving a CAE Tech Talk is a “win-win” situation for the entire CAE community:

- When you share knowledge, you strengthen the entire community
- Opportunities for collaboration are incubated
- Giving a CAE Tech Talk presentation helps your school partially fulfill its outreach and collaboration requirement when re-designating as an NSA/DHS CAE.

Rules for CAE Tech Talk presentations are as follows:
They must be technical and related to cybersecurity
They must be created using MS PowerPoint (with no embedded video)
No longer than one hour in duration (including questions and answers)
Professors, students, and government members can present

Logistics for CAE Tech Talks

- Conducted in the Fall and Spring semesters
- Normally conducted on the third Thursday of the month from 1-2pm EST

CAE Tech Talks are attended at the following website:

https://capitol.adobeconnect.com/cae_tech_talk/

Just log in as “Guest” and enter your name. No password required.

After the live presentation, Capitol Technology University will post a recording of the presentation on its website:


Advertisements for CAE Tech Talk events can be found in the news and calendar section of the CAE community website: www.caecommunity.org

If you would like to become a presenter or have questions, please email CAETechTalk@nsa.gov
APPLY TO BECOME A CLUBS FELLOW & TEACH A CLUB IN YOUR AREA

GIRLS WHO CODE CLUBS
Girls Who Code Clubs is a uniquely scalable program bringing high-quality computer science education to 6th–12th grade girls nationwide. Clubs meet after school and on weekends throughout the year in classrooms, libraries, community centers, and local universities. Employing a flexible and proven curriculum, we equip girls with concrete technical skills that provide the foundation for a future in technology.

WHY BECOME A FELLOW?
As a fellow you will have the chance to:

+ Build your resume with leadership experience while positively impacting your community
+ Expose girls in underserved areas to a comprehensive and unique CS education
+ Empower young women in CS and help transform tech into a better, more inclusive industry
+ Interact with large tech companies and industry leaders through field trips and guest speakers
+ Receive a personalized reference letter and certificate of completion from Girls Who Code

THE GIRLS WHO CODE FELLOWSHIP
The Girls Who Code Fellowship is open to all undergraduate or graduate students majoring or minoring in Computer Science. The Fellowship offers a unique opportunity for students to utilize Computer Science experience in order to make Computer Science education possible for thousands of girls nationwide.

GET INVOLVED AT WWW.GIRLSWHOCODE.COM/CLUBS
OUR CURRICULUM
The Girls Who Code Clubs program centers around a fun, collaborative, 40-hour Clubs curriculum designed to teach a wide range of skill sets through multilevel content. Project-based modules include graphic art, video game design, mobile app development, and cryptography, and culminate in a final project of the girl’s choosing that will benefit her community.

SUPPORT
+ Online training: classroom management and curriculum implementation
+ Volunteer Forum: connect to an interactive community of volunteers
+ GWC Curriculum Director: available for weekly office hours
+ GWC Program Manager: assigned to each Club for ongoing check-ins
+ Club Faculty Advisors: there to assist you with general classroom management

JISHA KAMBO
Computer Science Major at Cornell University
It’s so much fun to teach and show cool things you can do with Computer Science to young girls. Watching them complete projects using the concepts taught to them is such a fulfilling feeling!

TIM GILYAZETDINOV
Content Intelligence Engineer at Tumblr
Making a positive difference in careers of girls is a great reward, and I am excited to bring my skills to help a great cause. Teaching at GWC gave me much more than that — it taught me to be a better communicator and to express my ideas more clearly.

VOLUNTEERS COMMIT TO TWO HOURS PER WEEK FOR A TOTAL OF 40 HOURS OF INSTRUCTION.

Apply at www.girlswhocode.com/clubs

INDUSTRY PARTNERS INCLUDE:
+ Accenture
+ AirBnB
+ AT&T
+ BNY Mellon
+ Con Edison
+ CoverGirl
+ Dow Jones Foundation
+ Durst Family Foundation
+ Google.org
+ MasterCard
+ Oracle Giving
+ Pinkerton Foundation
+ Rich Family Foundation
+ Samsung
+ Spotify
Kosove Scholarship for USF students

The Kosove Society (http://www.usfkosovesociety.org/) was established at the University of South Florida in 1983 by A. Harrison and Ruth Kosove to support and encourage young people to develop strong academic credentials, leadership abilities, and a commitment to the betterment of society. The hallmark of the Kosove Society is community engagement: locally, nationally and around the globe.


You may apply as either an undergraduate or graduate student. Undergraduate scholarships are renewable up to four years and graduate scholarships are renewable up to two years.

Applications are accepted annually September-January for the following school year (to begin in August). Interviews will be held for selected applicants in February-March 2016.

The following students are eligible:
- Incoming Freshmen
- Rising USF Juniors
- USF Graduate Students

Minimum Requirements:
- Undergraduate - 3.5 GPA, 1250 SAT or 28 ACT
- Graduate - 3.25 GPA

The scholarship covers the following costs:
- Tuition and fees (including allotted summer credit)
- Funds for textbooks and course materials
- Housing and meal plans for each semester

Unlike other scholarships, the Kosove Scholarship provides funds to cover additional academic costs, including:
- Education abroad experiences
- Academic conference travel support
- Specialty equipment for course work
- Funds for research internships
Fwd: Job Announcement: #77907439 OPS Environmental Specialist I

Yvette Blanchard <blanchar@cse.usf.edu>  
To: Kenneth Christensen <christen@cse.usf.edu>

Dr. Christensen,

I am forwarding an employment opportunity for inclusion in the next installment of the CSE Student Newsletter.

Regards,
Yvette

Yvette Blanchard  
Undergraduate Program Specialist  
Computer Science and Engineering  
University of South Florida  
4202 E. Fowler Ave., ENR118  
Tampa, Fl. 33620-5399  
Phone: (813) 974-3949  
Fax: (813) 974-5456  
Email: blanchar@cse.usf.edu

----- Forwarded Message -----  
Subject: Job Announcement: #77907439 OPS Environmental Specialist I  
Date: Tue, 18 Aug 2015 16:04:36 +0000  
From: Hardy, Robert <Robert.Hardy@MyFWC.com>  
To: ugadvisor@cse.usf.edu <ugadvisor@cse.usf.edu>, gradadvisor@cse.usf.edu <gradadvisor@cse.usf.edu>

Good afternoon,

Please consider sharing this position announcement with your students and recent graduates.

Thank you for your consideration.

Robert

Robert Hardy

Florida Fish and Wildlife Conservation Commission  
Fish and Wildlife Research Institute  
100 Eighth Avenue SE  
St. Petersburg, FL 33701  
(727) 896-8626
The State Personnel System is an E-Verify employer. For more information click on our E-Verify website.

State of Florida
Florida Fish and Wildlife Conservation Commission
Fish and Wildlife Research Institute
Sea Turtle Research

Job Description

This is a term-limited, grant-funded technical position that supports Fish and Wildlife Research Institute scientists within the Sea Turtle Research program. The person selected for this position will provide data management and analytical support for research data on sea turtle distribution and habitat use. This position will work with sea turtle researchers across several research topics performing tasks focused on the entry, maintenance, quality assurance and quality control of research data sets. The person in this position will communicate technical information to colleagues in an effective and professional manner. The specific job duties are as follows:

• Maintain and develop relational databases for research data;
• Manage and design front-end applications for databases;
• Maintain existing and create new data reporting applications;
• Maintain and create code to streamline and automate data management tasks;
• Develop routines to assess data accuracy and perform quality control checks.

Minimum Requirements

In order to be considered, candidates must possess a BA or BS degree in computer science, computer engineering, geographic information systems, informatics, information systems, wildlife or fisheries science or a discipline closely related to the duties and responsibilities of this position.

Knowledge, Skill(s), and Abilities

Successful applicants will demonstrate the following knowledge, skills and abilities:

• Expertise with relational database management systems, especially SQL;
• Experience creating and managing data within relational databases;
• Ability to write transactional queries, stored procedures and functions within a database management system;
• Proficiency in one or more scripting languages, especially R and Python;
• Familiarity with programming concepts;
• Excellent verbal and written communication skills including the ability to articulate technical information to colleagues and prepare technical documentation; and
• Strong attention to detail and time management skills.

Preferred Experience

Preference may be given to candidates demonstrating:

• Knowledge of Microsoft Visual Studio;
• Familiarity with geo spatial data and analysis;
• Background in natural sciences, conservation, or ecology;
• Quantitative analytical skills; and
• Advanced training or coursework in a related discipline.

Where to Apply

Applicants are required to submit a complete, up-to-date, State of Florida Employment Application Form electronically in People First (http://peoplefirst.myflorida.com) by the closing date listed. Resumes and supporting documentation may be submitted at the same time you are applying online, faxed, or mailed to People First, but do not replace the requirement for a completed State of Florida Employment Application Form. Applicants are strongly encouraged to submit a cover letter, resume and contact information for three professional references electronically, via People First, by the closing date.

If you experience technical difficulties during the application process or when attaching documents, call People First staffing at 1-877-562-7287. If unable to attach supporting documents to your application, they may be faxed to the People First Service Center at 1-888-403-2110. Be sure to include the Requisition number for the position to which you are applying on each page of your faxed documents.

WHAT IS OPS EMPLOYMENT? Other Personal Services (OPS) employment is a temporary employer/employee relationship used solely for accomplishing short term or intermittent tasks. OPS employees do not fill established positions and may not be assigned the duties of any vacant authorized position. OPS employees are at-will employees and are subject to actions such as pay changes, changes to work assignment, and terminations at the pleasure of the agency head or designee.

WHAT BENEFITS ARE APPLICABLE TO OPS EMPLOYEES?

• State of Florida 401(a) FICA Alternative Plan - mandatory
• Workers' Compensation - mandatory
• Reemployment Assistance (Unemployment Compensation) - mandatory
• Participation in state group insurance (upon meeting eligibility requirements)
• Deferred Compensation - voluntary
• Employee Assistance Program - voluntary

WHAT BENEFITS ARE NOT APPLICABLE TO OPS EMPLOYEES?

• Any form of paid leave
• Paid holidays
• Participation in the Florida Retirement System
• Reinstatement rights or retention rights

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer and does not tolerate discrimination or violence in the workplace.
Applicants requiring a reasonable accommodation, as defined by the Americans with Disabilities Act, must notify the agency hiring authority and/or the People First Service Center (1-877-562-7287). Notification to the hiring authority must be made in advance to allow sufficient time to provide the accommodation.

The State of Florida supports a Drug-Free workplace. All employees are subject to reasonable suspicion drug testing in accordance with Section 112.0455, F.S., Drug-Free Workplace Act.

The State of Florida hires only U.S. citizens and lawfully authorized alien workers. An Employment Eligibility Verification Check will be conducted in the E-Verify System which is a federal government electronic database that confirms the identity and employment eligibility of all persons hired to work in the United States.

If you are a retiree of the Florida Retirement System (FRS), please check with the FRS on how your current benefits will be affected if you are re-employed with the State of Florida. Your current retirement benefits may be canceled, suspended or deemed ineligible depending upon the date of your retirement.
SafeTravels

Part-Time/Full-Time Mobile Application Developer

SafeTravels is a startup business that was founded by four business students from the University of South Florida. We are looking for two people who are willing to potentially be a long-term employees with SafeTravels.

Responsibilities:

- Code and develop a mobile application for both iOS and Android platforms
- Maintain and update the application once released
- Work alongside the other developer

Compensation & Hours:

- Willing to negotiate compensation
- Flexible hours, will work with class schedule

Qualifications:

- Must be studying to earn or graduated with a degree in Computer Science/Engineering
- Have previous experience in mobile application development
- GPA of 3.0 or higher
- Good oral and written communication skills

Interested candidates contact Chase Richardson at chaser1@mail.usf.edu or (941) 725-1586
Sparxoo is an integrated digital agency. Recognized as Small Business of the Year Finalist, Sparxoo is among the fastest growing agencies in Florida, with offices in Tampa and Miami. As part of our growth, we continue to bring on talented emerging leaders who are fearless and resourceful in applying new solutions as a catalyst for change in an always-on digital world.

We are looking for future website and mobile application development leaders to start their careers as part of the Sparxoo internship program. Our ideal candidate is self-motivated and passionate for developing digital experiences. This paid internship will provide the opportunity to gain experience in development of elements of websites and mobile experiences. In this role, you will have the opportunity to learn from a variety of individuals including the Director of Digital Development and our Web & Mobile Developers. This opportunity will enable exposure to the following types of languages and platforms: HTML, CSS (SASS), JavaScript (jQuery), PHP, AJAX, GIT, Bootstrap, and WordPress.

**RESPONSIBILITIES**

- Develop elements for web, mobile, and similar digital projects
- Assist in implementing layout and functionality specs
- Assist Development team in completing projects on time
- Participate in the brainstorming of user experience (UI/UX) and web and mobile development solutions
- Contribute to multi-screen development including implementation of mobile-responsive design
- Research of digital development trends and functionality solutions

**REQUIREMENTS**

- Functional knowledge of HTML, CSS, PHP, and JavaScript (jQuery)
- Functional knowledge of version control systems (Git)
- Functional knowledge of content management systems such as WordPress
- Prefer functional knowledge of CSS preprocessors such as SASS

**WEB & MOBILE DEVELOPMENT INTERNSHIP**

**LOCATION**
- TAMPA

**JOB TYPE**
- INTERNSHIP

**COMPENSATION**
- PAID

**WEBSITE**
- SPARXOO.COM

**TAMPA | MIAMI**

PLEASE SEND YOUR RESUME TO CAREERS@SPARXOO.COM

www.sparxoo.com
Graduate Assistant Position

- Dept. Name: Department of English
- College/Division: USF College of Arts and Sciences
- Job Code/Title: ASP.NET Developer
- Hiring Salary: GA hourly Pay

Position Summary (Duties)

My Reviewers is an online, peer-review tool used by approximately 10,000 students and instructors at USF and several other universities.

As an application developer, you will be asked to work in a team to help analyze and develop software applications that meet My Reviewers needs. These applications either collect/display information or assist in transferring information between data systems. You will be responsible with formulating and implementing the best programming application and database design to accomplish the solution. In addition, you will be responsible with maintaining current applications and helping plan new application development.

Responsibilities

- Working with Project Managers to determine needs and applying / customizing existing technology to meet those needs
- Maintaining and supporting projects and deadlines
- Recording work progress on a weekly basis.
- Documentation and writing unit tests.

Position Qualifications (Education and Experience)

Required:
- ASP.NET Framework 2.0 and higher
- ASP.NET 2.0 WebForms
- ASP.NET MVC (preferably 4.0+)
- ASP.NET VB and C# (maintenance of legacy VB code, all new coding in C#)
- Advanced JavaScript skills (good understanding of objects, DOM manipulation, etc.)
- Experience with major client-side libraries and frameworks such as jQuery
- Understands cross-browser/platform compatibility issues
- Understands small-screen (tablet) and mobile platform compatibility issues
- Solid understanding of XHTML/HTML, CSS
- Solid understanding of HTML5/CSS3
- Microsoft Visual Studio 2010+
- Microsoft IIS
- Experience with source control/versioning systems like SVN or Git
- SQL Server programming

**Recruitment process:**
Candidates who are shortlisted will be interviewed in 2 rounds. First-round candidates will be asked to write some basic programs in either C# or Vb.net. The second round will be a personal interview; we might ask you to fix some bugs in our code as well as some technical questions.

**How to Apply:**
Applicants must submit a resume and cover letter along with the following information: [https://docs.google.com/spreadsheets/d/1vmjQAw8Aj_7JfapqpVeFkrlK12IcO-34Yu_hDmwI/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1vmjQAw8Aj_7JfapqpVeFkrlK12IcO-34Yu_hDmwI/edit?usp=sharing)
Website Development Project

Needed: New website development for a craft pattern site. This will sell and digitally deliver information, contain photo galleries, and utilize a shopping.

Requirements include, but are not limited to: blog and email, “about us” page, all associated graphics, buttons, header, banner, tabs, graphics, background, etc., user registration and password management, social media set-up, search engine optimization.

Important that site be operable from phones as well as Ipads, computers, or as many as possible, many of the new devices that are likely to be currently in use for shopping purposes.

Site will need to be updated monthly with “tip-of-the-month” on the home page. A new product will also be launched each month so site requires monthly maintenance. I would prefer to do these but would need instruction. I will provide all verbiage, pictures.

If you feel you are a good candidate for this project, please contact me at 352-442-9129.

Nancy Spencer/Rainbow Sewing.
Florida Polytechnic University was created by the 2012 Florida legislature to be the state’s STEM-focused four-year public university. With a range of innovative undergraduate and master’s programs planned, both online and classroom-based, the university seeks to recruit inaugural classes of freshmen, transfer and graduate students for fall 2014 and to grow quickly to become a major higher education presence within the state and beyond. The cornerstone of the new campus is an academic center designed by internationally-renowned architect Santiago Calatrava. Polk County, home to Florida Polytechnic University, has a population in excess of 600,000 and is within an hour’s drive of five million residents in the Orlando and Tampa metro areas.

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The successful applicant will be responsible for all database management systems and databases that are multi-user systems in serving the University needs. The Data Specialist will interact with a diverse staff of scientists, statisticians, engineers, and administrators in the development of datasets, reports, and systems supporting research efforts at the University. As a part of the IT team, the Database Specialist’s efforts will span the data lifecycle with an emphasis on ETL, data warehousing, reporting, cleaning, and sharing of data. The Database Specialist will utilize their expertise to manage data from a variety of sources including relational and unstructured/NoSQL databases and satisfy stakeholders from statisticians and scientists to operations staff, sponsors, and regulatory agencies.

RESPONSIBILITIES:

- Interact directly with faculty and staff to learn study objectives and develop project requirements.
- Develop and administer the database management systems across the University.
- Interface effectively with staff, faculty, students, laboratories, analytical partners, and regulatory agencies, in execution of projects.
- Service the database needs of:
  - IT Division and ERP Environment
  - Academics
  - Admissions
  - Advancement
  - Institutional Research
  - Registrar
  - Student Affairs
  - Innovation Labs
- Assist in new data acquisition and exploration.
- Develop and implement complex data manipulations for checking data completeness and accuracy.
- Develop programs to extract subsets and summaries from a variety of sources, including large and complex databases (structured and unstructured; Big Data).
- Develop analysis programs and reports to monitor data accrual and quality.
Develop complex systems for ensuring data integrity, in-house data monitoring, study status reports, and clinical trial database systems.

Apply best practices to the design, development, implementation, and maintenance of programs.

Adhere to established policies and procedures related to data governance.

Efficiently coordinate activities with other members of the University.

Ensure analysis data and programming code integrity and reliability.

Proactively inform management of the status of deliverables, timelines, accomplishments, and issues experienced and remediated on projects.

Develop and maintain domain knowledge of complex and expansive enterprise applications.

Other duties as assigned.

Knowledge, Skills and Abilities:

- Strong attention to detail
- Strong interpersonal skills to interact with a diverse customer base
- Excellent analytical and critical thinking skills
- Excellent communication skills, both in person and in writing
- Flexibility and creativity in delivering objectives
- Ability to adapt and adjust to changing priorities
- Ability to be highly organized and manage multiple projects with tight deadlines

Minimum Qualifications:

Bachelor's degree in an information technology, quantitative, scientific, or STEM related field with two years of experience in related positions; or Master's degree in an information technology, quantitative, scientific, or related field.

Preferred Qualifications:

Master's degree in an information technology, quantitative, scientific, or related field. Database Management System and SQL expertise which includes reporting, graphics, macros, and data step programming. Previous experience with applications programming and reporting within University environments including SIS, LMS, CRM, and DBMS setup needs in the curriculum.

EXPECTED START DATE: September 29, 2014

EXPECTED STARTING SALARY: The salary will be commensurate with qualifications and experience

Application Deadline Date: The position is open until filled.

To apply, please send a cover letter, resume, and names of current references to careers@floridapolytechnic.org
Workday ERP Integration and Reporting Specialist

Florida’s newest state university is looking for exceptional candidates to serve as the Workday Integration and Reporting Specialist.

Florida Polytechnic University was created by the 2012 Florida legislature to be the state’s STEM-focused four-year public university. With a range of innovative undergraduate and master’s programs planned, both online and classroom-based, the university seeks to recruit inaugural classes of freshmen, transfer and graduate students for fall 2014 and to grow quickly to become a major higher education presence within the state and beyond. The cornerstone of the new campus is an academic center designed by internationally-renowned architect Santiago Calatrava. Polk County, home to Florida Polytechnic University, has a population in excess of 600,000 and is within an hour’s drive of five million residents in the Orlando and Tampa metro areas.

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The successful applicant will be responsible for Workday integration, configuration, data management and select reporting needs in the new ERP environment. The Workday Specialist will be involved in the ERP Implementation with consultants and be a key player in serving the University needs across several administrative areas. The Workday Specialist will interact with a diverse staff in finance, HR, procurement and purchasing, payroll, business and auxiliary operations and some student support areas. As a part of the IT team, the Workday Specialist’s efforts will span the data lifecycle with an emphasis on scripting, ETL type of data transitioning, reporting, cleaning, data warehousing and sharing of data. The Workday Specialist will utilize their expertise to manage data from a variety of sources and assist with other systems integration and life cycle upgrades and implementations in the Administrative computing environment.

RESPONSIBILITIES:

- Proven ability to independently perform development, testing, implementation, documentation and updating as it relates to the ERP type of software and system.
- Build and maintain integrations with modules, add-ons and 3rd party systems.
- Configure and automate complex reports and analytics.
- Help with Regression Test updates.
- Escalate issues to Workday as necessary.
- Participate in cross-functional teams that address strategic business issues involving finance, HR, payroll, purchasing, procurement and vendor information management, state of Florida processes and compliance, and related functional and technical operations
- Demonstrated ability to effectively communicate technical issues and resolve problems at all levels of the organization both internally and externally.
- Identify Workday usage problems and craft technical/communication plans to IT/business teams.
- Solid business analysis skill. Must have good inter-personal skills and be able to mentor & motivate team members.
• Must be comfortable in rapidly changing and sometimes ambiguous work situations. Keen attention to detail and complex problem solving abilities from operational and technical perspective. Ability to work independently and engage supervisor as needed.
• Experience documenting and analyzing processes, procedures, and/or policies. Ability to handle full workload and meet proposed deadlines.

Knowledge, Skills and Abilities:

• Strong attention to detail.
• Strong interpersonal skills to interact with a diverse customer base.
• Excellent analytical and critical thinking skills.
• Excellent communication skills, both in person and in writing.
• Flexibility and creativity in delivering objectives.
• Ability to adapt and adjust to changing priorities.
• Ability to be highly organized and manage multiple projects with tight deadlines.

Minimum Qualifications:

Bachelor’s degree in an information technology, quantitative, scientific, or STEM related field with two years of experience in related positions; or Master’s degree in an information technology, quantitative, scientific, or related field.

• Bachelor’s degree (preferred Computer Science).
• 2+ years of experience with technical implementations of ERP projects.
• 2-5 years of experience functioning as an administrator or specialist.
• Good understanding of data structures, scripting, integration techniques, configuration of systems, data modeling, DB schema is required.
• Experience in moving code from lower sandboxes to production environment and address issues related to functionality, integration, and related testing, scripting and use case scenarios.

EXPECTED STARTING SALARY: The salary will be commensurate with qualifications and experience

Application Deadline Date: The position is open until filled.

To apply, please send a cover letter, resume, and names of current references to careers@floridapolytechnic.org
Workday ERP Operations Administrator

Florida’s newest state university is looking for exceptional candidates to serve as the Workday Operations Administrator.

Florida Polytechnic University was created by the 2012 Florida legislature to be the state’s STEM-focused four-year public university. With a range of innovative undergraduate and master’s programs planned, both online and classroom-based, the university seeks to recruit inaugural classes of freshmen, transfer and graduate students for fall 2014 and to grow quickly to become a major higher education presence within the state and beyond. The cornerstone of the new campus is an academic center designed by internationally-renowned architect Santiago Calatrava. Polk County, home to Florida Polytechnic University, has a population in excess of 600,000 and is within an hour’s drive of five million residents in the Orlando and Tampa metro areas.

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The successful applicant will be responsible for the new Workday operations, business system support, role-based security, user administration, configuration, backup, disaster recovery, and select integration needs in the new ERP environment. The Workday Operations Administrator will be involved in the ERP Implementation with consultants and be a key player in serving the University needs across several administrative areas. The Workday Operations Administrator will interact with a diverse staff in finance, HR, procurement and purchasing, payroll, business and auxiliary operations and some student support areas. As a part of the IT team, the Workday Operations Administrator efforts will span the systems lifecycle with an emphasis on architecture, automation and configuration, user security, role-based access, scripting, reporting, monitoring, backups and sharing of data. The Workday Operations Administrator will utilize their expertise to manage systems from a variety of sources and assist with other systems integration and life cycle upgrades and implementations in the Administrative computing environment.

RESPONSIBILITIES:

- Proven ability to independently perform user administration, business systems setup and automation, development, testing, implementation, documentation and updating as it relates to the ERP type of software and integrated system.
- Build and maintain systems modules, installations, user support, software add-ons and 3rd party systems.
- Configure and automate complex parameters, integration automation, systems scripting, and user security administration.
- Help with new system updates and functional Regression Test updates.
- Escalate issues to Workday as necessary.
- Participate in cross-functional teams that address strategic business issues involving finance, HR, payroll, purchasing, procurement and vendor information management, state of Florida processes and compliance, and related functional and technical operations.
• Demonstrated ability to effectively communicate technical issues and resolve problems at all levels of the organization both internally and externally.
• Identify Workday usage problems and craft technical/communication plans to IT/business teams.
• Solid business analysis skill. Must have good inter-personal skills and be able to mentor & motivate team members.
• Must be comfortable in rapidly changing and sometimes ambiguous work situations. Keen attention to detail and complex problem solving abilities from operational and technical perspective. Ability to work independently and engage supervisor as needed.
• Experience documenting and analyzing processes, procedures, and/or policies. Ability to handle full workload and meet proposed deadlines.

Knowledge, Skills and Abilities:

• Strong attention to detail.
• Strong interpersonal skills to interact with a diverse customer base as part of a well-performing IT Team.
• Excellent analytical and critical thinking skills.
• Excellent communication skills, both in person and in writing.
• Flexibility and creativity in delivering objectives.
• Ability to adapt and adjust to changing priorities.
• Ability to be highly organized and manage multiple projects with tight deadlines.

Minimum Qualifications:

Bachelor’s degree in an information technology, quantitative, scientific, or STEM related field with two years of experience in related positions; or Master’s degree in an information technology, quantitative, scientific, or related field.

• Bachelor’s degree (preferred Computer Science).
• 2+ years of experience with technical implementations of ERP projects.
• 2-5 years of experience functioning as an administrator or specialist.
• Good understanding of systems architecture, user administration, general data networking, general data structures, scripting, integration techniques, and configuration of systems is required.
• Experience in moving code from lower sandboxes to production environment and address issues related to functionality, user security, integration, and related testing, scripting and use case scenarios.

EXPECTED STARTING SALARY: The salary will be commensurate with qualifications and experience

Application Deadline Date: The position is open until filled.

To apply, please send a cover letter, resume, and names of current references to careers@floridapolytechnic.org
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