



Job Class: Infor Systems Manager – Job Posting JR0000000973

Working Title: Information System Manager, Reporting

Who May Apply: This posting is open all qualified job seekers.

Date Posted: 11/12/2024

Closing Date: 11/25/2024

Hiring Agency/Seniority Unit: Minnesota State - System Office

Division/Unit: Information Technology

Appointment Type: Unlimited, Full-time

Work Shift/Work Hours: Day Shift

Days of Work: Monday - Friday

Travel Required: No

Salary Range: \$44.86 - \$76.77/hourly; \$93,668 - \$160,296/annually

Classified Status: Classified

Bargaining Unit/Union: 216 – Middle Management Association/MMA

FLSA Status: Exempt

[Connect 700 Program Eligible:](#) Yes

Job Summary

Telework availability and negotiated at the time of hire.

Reporting to the System Director, Data Architecture and Enablement, this position leads a team responsible for delivering enterprise reporting and analytic solutions and providing expert advice and support to report writers and developers throughout the enterprise. The role involves guiding developers and proactively recommending solutions to business issues through effective business intelligence and data management best practices. The person in this position will lead the team in supporting report development throughout the enterprise by emphasizing cross-functional and cross-institution collaboration, knowledge transfer, expert assistance, and skill-building. This position works closely with key business stakeholders and analysts to define information needs, establish processes, and implement reporting and analytic solutions. Additionally, the role supports the enterprise data management vision by executing strategy for enterprise business intelligence and analytics within the established data governance frameworks. The position also defines an actionable roadmap for initiatives aligned with this vision, ensuring compliance with data standards, quality, and monitoring processes.

Minimum Qualifications

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- Ten years of information technology or related experience in higher education developing business intelligence and reporting solutions, and 2 years of experience managing a team.
- Knowledge and experience in developing business intelligence and reporting solutions using various project methodologies.
- Provide experience with best practices in data governance, business intelligence and analytics, metadata management, data architecture, and data quality management.
- Demonstrated commitment to working with diverse clients, stakeholders, and students, fostering a diverse working and learning environment

Preferred Qualifications

- Bachelor's degree in information systems or business administration
- Higher education experience in a large, multi-campus, distributed higher education system.
- Experienced in enterprise-level report deployments, upgrades, conversions, and operations.
- Workday reporting experience.

Additional Requirements

The successful candidate must submit to a background investigation prior to employment.

The background check may consist of the following components:

- SEMA4 Records Check (applies to current and past employees only)
- Criminal History Check
- Employment Reference Check
- Social Security and Address Verification
- Education Verification

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <https://www.minnstate.edu/system/working/relations.html>

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit our web page: [Working at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical (\$38.50 per month single and \$262.66 per month family) and dental insurance with low deductibles (\$400 - \$800), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with rollover option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

Applicants not currently employed by Minnesota State can access the job posting and apply through: https://minnstate.wd1.myworkdayjobs.com/Minnesota_State_Careers/job/St-Paul/Info-Systems-Manager---Information-Systems-Manager--Reporting_JR0000000973.

Internal Applicants: All current Minnesota State employees will need to log in to [Workday](#) to apply for this position. Employee should search for “**Browse Jobs – Employee**” in Workday via the search bar at the top to view the opening.

Contact

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Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status. Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email <mailto:careers@state.mn.us>. Please indicate what assistance is needed.

Minnesota State is an affirmative action, equal opportunity employer, and educator.