Job Class: Information Technology Spec 5 – Job Posting JR0000001564
Working Title: Change Release Manager

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

Date Posted: 01/29/2025

Closing Date: 02/12/2025

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, 8:00am – 4:30pm

Travel Required: No

Salary Range: $39.14 - $66.92/hourly; $81,724 - $139,729/annually

Classified Status: Classified

Bargaining Unit/Union: 214 – MN Assoc of Professional Empl/MAPE

FLSA Status: Nonexempt

[Connect 700 Program Eligible](): Yes

Job Summary

Telework availability and negotiated at the time of hire.

This position is responsible for Minnesota State's ERP Release Management lifecycle and considered a key expert in change/release management which includes planning, scheduling, coordinating, and the overall management of ERP release delivery process for Minnesota State. The changes and releases can be inclusive of application updates, operating system patches, security improvements, hardware upgrades, projects and programs.

Minimum Qualifications

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

- Six (6) years of IT change or release management experience
- Bachelor's degree in Business or Computer Science or related field, or a combination of equivalent education and experience (one year of experience per year of education)
- Experience in coordinating cross-functional work teams in a medium to large organization to task completion
- Demonstrated commitment to work with diverse clients, stakeholders and students, fostering a diverse working and learning environment

Preferred Qualifications

- Six (6) years of IT change or release management experience
- Bachelor's degree in Business or Computer Science or related field, or a combination of equivalent education and experience (one year of experience per year of education)
- Experience in coordinating cross-functional work teams in a medium to large organization to task completion
- Demonstrated commitment to work with diverse clients, stakeholders and students, fostering a diverse working and learning environment

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/Information-Technology-Spec-5_JR0000001564.

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

Shane Moore
     Email: shane.moore@minnstate.edu
     Phone: 651-273-3967

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.