JOB DESCRIPTION

POSITION: I.T. Enterprise Application Manager

DEPARTMENT: Information Technology

FSLA EXEMPT: Yes

POSITION SUMMARY: The I.T. Enterprise Application Manager combines the expertise of a Database Administrator (DBA) with the leadership abilities to manage a small group of programmers. This role is responsible for overseeing the design, development, maintenance, and optimization of our organization's enterprise-level applications and databases. Guidance and technical proficiency will be crucial in ensuring the reliability, performance, and security of Mississippi College data and applications.

RESPONSIBILITIES:

- **Database Management**
    - Plan, design, and implement database structures to meet business needs.
    - Ensure data integrity, security, and high availability of databases.
    - Perform regular backups and data recovery operations.
    - Optimize database performance and scalability.
    - Monitor and troubleshoot database-related issues.
- **Programming Team Leadership**
    - Lead and mentor a small team of programmers, providing guidance and support.
    - Oversee the integration and management of enterprise-level applications.
    - Ensure that user interfaces are user-friendly and meet performance expectations.
    - Implement and manage application upgrade and deployment processes.
    - Manage our consultant relationship to provide timely patches and upgrades.
- **Security and Compliance**
    - Implement and enforce security best practices for databases and applications.
    - Ensure compliance with industry standards and regulations.
    - Manage access control and data encryption.
- **Vendor and Technology Evaluation**
    - Serve with other members of the Technology Acquisitions and Review Committee to properly evaluate and recommend technologies and tools for database and application management.
    - Assess and manage vendor relationships as necessary.
- **Documentation and Reporting**
    - Maintain comprehensive documentation of databases and applications.
    - Generate regular reports on performance, security, and project status.
- **Problem Resolution**
    - Investigate and resolve technical issues related to databases and applications.

- Develop and implement disaster recovery plans.

EDUCATION, EXPERIENCE AND SKILLS:

- Bachelor's degree in Computer Science, Information Technology, or related field; Master's degree preferred.
- Proven experience (5+ years) as a Database Administrator with expertise in database management systems such as Oracle, SQL Server, or MySQL. Direct experience with Oracle, Ellucian Banner, and Technolutions Slate is preferred.
- Experience with report writing. Direct experience with Evisions Argos is preferred.
- Familiarity with cloud-based solutions is a plus.
- Excellent leadership and team management skills with the ability to inspire and lead a diverse team.
- Strong problem solving and analytical abilities, coupled with effective communication skills.
- Certification in database administration or programming is desirable.