

SAINT MARY'S UNIVERSITY

Position Description

TITLE: ERPS Technical Team Lead

Dept and/or Faculty	Enterprise Information Technology (EIT)
Position Number:	103171
Salary Scale:	Contract

Summary of Duties

Under the supervision of the Assistant Director, Application Services, the ERPS Technical Team Lead provides University-wide ERPS application design, development and implementation in support of the ERPS project portfolio. As the subject matter expert of data integration and modeling, the Technical Team Lead will champion the use of Ethos Data Integration, Ethos Data Access and Ethos Data Models to facilitate the implementation of solutions to support the business requirements of the University. The Technical Team Lead is responsible for the supervision of ITSS technical resources assigned to the ERPS project portfolio.

Work Characteristics

Customer Service

Builds strong positive relationships with internal and external customers. Delivers the highest quality service. Anticipates needs and develops a reputation for responsiveness.

Leadership

Demonstrates vision. Inspires confidence, encourages participation, instills enthusiasm for institutional and personal professional goals; secures group action. Treats individuals fairly and with respect. Functions effectively under pressure.

Team Building

Seeks and maintains positive working relationships within and among departments. Facilitates, within the ERPS Project Team, the work of others. Seeks input of others respecting diverse opinions and ideas. Works as a member of a team with a common purpose.

Work Performed

1. Supervision 15%

- Supervises ITSS ERPS project staff.
- Supervises external technical specialists while carrying out contract work associated with the ERPS project portfolio.
- Assigns tasks and/or delegates responsibility.
- Monitors performance and provides day-to-day and periodic performance feedback.

2. ERPS Design and Implementation 65%

- Designs and applies client business needs methodology. Ensures ERPS system designs adapt to emerging labour market trends.
- Working with ITSS and Functional areas lead the design, development and implementation of the Saint Mary's Ethos Data Integration and Access environments.
- Working with the Assistant Director, Application Systems and Assistant Director, IT Infrastructure and Research Computing Support to ensure the successful operational transition of ERPS projects.
- Working with Assistant Director, Application Systems and Assistant Director, IT Infrastructure and Research Computing Support lead the technical architectural design of the ERPS environment.
- Lead, the technical aspects, of an end-to-end data model for data consumption and analysis.
- Fosters a client-focused approach throughout the ERPS technical project team.
- Ensures ERPS Technical Project team contributes value to the University through implementation of optimal business solutions.
- Adheres to Information Technology Infrastructure Library (ITIL) principles and Risk management protocols in the delivery of support.
- Adheres to ITSS policies, procedures, standards and best practices related to systems design, development, implementation and maintenance.
- Establishes and maintains key technical relationships with Ellucian and other vendors as required to support the ERPS Data Integration and Data Access environment.

3. Technical Project Management Leadership **15%**

- Ensures client and staff participation on projects and initiatives.
- Establishes prioritized project plans, on a periodic basis as a standalone project manager and in conjunction with the Assistant Director, Client Services, and facilitated by the Manager of Planning and Projects.
- Meets regularly with unit staff and clients to evaluate, revise and measure accomplishment of annual goals and objectives, in addition to project goals and objectives.
- Adheres to ITSS Project Management Group (PMG) policies, procedures, standards and best practices related to assigned ERPS projects.
- Participates in ITSS Quality Improvement/Risk Management projects to improve department procedure and work flow.

4. Performs other related duties as assigned. **5%**

Qualifications Required

Undergraduate degree in Computer Science or related field.

Minimum five years directly related experience.

An equivalent combination of education and experience maybe considered.

Demonstrated supervisory experience preferably in a unionized environment.

Demonstrated ability in leading a team of IT Specialists and working under deadlines.

Strong organizational skills.

Ability to work in fast-paced, team oriented environment.

Ability to lead a team through a creative process.

Knowledge and experience with ERP application development and maintenance.

Knowledge and experience in application development and support.

Knowledge and experience with Enterprise Architecture

Knowledge and experience in systems integration using APIs and data models.

Knowledge and experience in data analysis.

Experience/training in project management.

PMP designation a definite asset.

Knowledge of ITIL a definite asset.

Knowledge of Ellucian Banner, Ellucian Ethos Data Integration, Ethos Data Access and Ethos Data Model applications a definite asset.

Knowledge and experience with Microsoft SQL Reporting Services, Tableau and other data analysis tools a definite asset.

Knowledge and experience in Oracle, SQL, JAVA, Groovy, Grails, Tomcat, .NET, Git, Eclipse and Jenkin a definite asset.

Approvals

Incumbent	_____	Supervisor	_____
Date	_____	Date	_____
Dept. Head	_____	Human Resources	_____
Date	_____	Date	_____