

Resource Specialist

PeopleSoft® Developer

THE PURPOSE: The Resource Specialist will function as an expert in a specific software application (**PeopleSoft®**) or other emerging technologies under the direction of the Milwaukee Public School's Supervisor of Application Development. Due to the MPS District's large investment in technology the incumbent must demonstrate superior expertise in software applications considered critical to goals set by the Milwaukee Public Schools. *The resulting eligible list may also be used to fill vacancies in other areas.*

ESSENTIAL FUNCTIONS:

- Provide expertise in a specific software application or emerging technology for the MPS software development staff.
- Perform senior level software analysis, designing, coding, testing, documenting and implementation.
- Act as a consultant in area of expertise for the District and for project teams that are created and managed by Application Development project personnel.
- Maintain software application design integrity as it relates to the translation of user requests into system /program specifications, testing procedures, documentation and final implementation in accordance with Application Development Division standards.
- Act as a consultant to MPS departments on a project or service request basis in order to determine and document requirements.
- Produce and furnish status reports of assigned projects taking into consideration confidentiality as well as state and federal regulations.
- Proactively remain current in area of expertise in accordance with Application Development Division goals.
- Provide training to MPS Application Development staff in area of expertise.
- Performing other job-related tasks as assigned.

MINIMUM REQUIREMENTS:

1. Bachelor's Degree in Management Information Systems, Computer Science or related field from an accredited college or university.
2. Three (3) years of **PeopleSoft®** version 7.5 (or higher) development experience with the Benefits, Human Resources, and/or Payroll modules.
3. Residence in the City of Milwaukee within six (6) months of appointment and throughout employment.

Note: Equivalent combinations of experience and education may also be considered.

KNOWLEDGE, SKILLS, & ABILITIES:

- **PeopleSoft®** version 8.X development experience in Benefits, Human Resources, and/or Payroll modules is highly desirable.
- Ability to independently solve complex development problems.
- Ability to handle multiple projects and meet strict deadlines.
- Excellent oral communication skills.
- Excellent written communication skills.
- Excellent customer service skills.
- Excellent interpersonal skills.
- Ability to train technical staff in area of expertise.
- Ability to autonomously solve problems.
- Ability to test and troubleshoot software programs.
- Ability to work under minimal supervision.

THE 2005 SALARY RANGE IS: \$53,028 - \$70,366 annually.