



VACANCY ANNOUNCEMENT

Library Information Systems Specialist
Information Technology Specialist I

Greenwood Library / Position #00067

Full-time, Classified, Non-Exempt

Longwood University invites applications for the position of Library Information Systems Specialist in the Greenwood Library. This position implements and maintains the web-based systems and technologies in the library.

Essential functions and responsibilities include the following:

- Develop web services that enable users to access library information resources and services effectively and efficiently;
- Update and maintain content of the library's website;
- Update and maintain the design and functionality of the library's website and web-based services;
- Maintain administration and web services of the Integrated Library System;
- Provide technical support and troubleshooting related to the library website;
- Assess library computing/technology needs and recommend solutions to appropriate staff;
- Partner with library electronic vendors to troubleshoot connection problems;
- Update, maintain, and troubleshoot the proxy server in coordination with IITS;
- Serve as facilitator for library staff with or without IT and/or web skills.

The successful candidate demonstrates knowledge of web standards, HTML/XML and CSS and dynamic scripting languages; demonstrates the ability to analyze causes of client problems and generate solutions; exhibits the ability to prioritize and work on multiple projects simultaneously; and willingly works independently or in a team environment.

A Bachelor's degree in Computer Science or related field is strongly preferred. Prefer experience in web development, programming and maintenance; working knowledge of Dreamweaver; experience with Java Script; understanding of technological trends and developments in academic libraries; and familiarity with PC and Mac computers.

Minimum starting salary \$31,352 (Pay Band 4) with Commonwealth of Virginia benefits. Successful criminal background check is required. Position is open until filled with a minimum five-day posting period. Commonwealth of Virginia state application required.

<http://www.longwood.edu/HR/FormsEMS/stateapp031309.doc> Apply to (indicate position #000067):

Human Resources
Longwood University
201 High Street, Suite 212, Lancaster
Farmville, VA 23909
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Email: humres@longwood.edu