Job Class: Information Technology Spec 5 – Job Posting JR0000002271
Working Title: Reporting Lead

Who May Apply: Open to all qualified job seekers

Date Posted: 04/29/2025

Closing Date: 05/13/2025

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 - $139,728/annually

Classified Status: Classified

Bargaining Unit/Union: 214: Minnesota Association of Professional Employees

FLSA Status: Nonexempt

[Connect 700 Program Eligible](): Yes

Job Summary

Telework availability and options will be negotiated at time of hire.

This position provides team leadership to the Reporting and Analytics team in the system office – ITS division. The Reporting and Analytics team manages the Minnesota State system-wide Reporting and Data Services Platform (the Reporting and Analytics Platform) which provides data warehousing, data integration, operational reporting, system-wide dashboards, and business intelligence services. This position is responsible for project coordination and reporting, facilitation of governance and project prioritization with business partners, technical leadership on the Reporting and Analytics Platform, leadership on Reporting and Analytics team business requirements, work processes, and standards, as well as technical design and development of Reporting and Analytics team work products, and overall quality of the team's platform and work products.

Minimum Qualifications

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

- Five years' experience designing and implementing data warehousing systems substantially similar to the Reporting and Analytics Platform in a senior analytical and development role, including:
  - Demonstrable project coordination and leadership responsibilities,
  - Demonstrable experience collecting business requirements and translating those requirements into technical specifications.
  - Demonstrable experience developing, documenting, deploying, and supporting systems substantially similar to the Reporting and Analytics Platform.
    - A bachelor's degree may substitute for one year of professional experience.
- Demonstrable strong leadership and mentoring skills.
- Demonstrable strong communication and presentation skills (written and verbal).
- Demonstrable ability to develop effective working relationships with both technical staff and business partners.

Preferred Qualifications

- Project management training and/or certification.
- Experience working within higher education on reporting and business intelligence systems.
- Experience with Microsoft's platform of reporting and business intelligence tools (SSRS, SSAS, PowerBI Desktop, Power BI cloud).

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)
- 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

External Applicants:

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_JR0000002271

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

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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.