



COMMUNITY COLLEGE  
OF RHODE ISLAND

Division of Institutional Equity and Human Resources

POSITION DESCRIPTION

<b>TITLE</b>	Manager, Databases and Applications
<b>POSITION NO.</b>	501709
<b>LOCATION</b>	Warwick Campus
<b>REPORTS TO</b>	Director of Enterprise Applications
<b>GRADE</b>	PSA 15
<b>WORK SCHEDULE</b>	Non-Standard: 35 hours per week
<b>SUPERVISION</b>	May exercise supervision over staff as assigned by the Director. Supervises data and release management assignments of Information Technology personnel performing duties within the Enterprise area
<b>LIMITATION (if applicable)</b>	Subject to renewal after annual review.
<b>REVISION DATE</b>	September 2024

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**JOB SUMMARY:**

The Manager, Databases and Applications, is a key role within the IT enterprise team, responsible for overseeing the health and maintenance of databases and software applications. Reporting to the Director of Enterprise Applications, this position requires extensive experience in Ellucian Banner ERP or related databases and software applications, along with proficiency in programming languages (i.e. Java, SQL). The ideal candidate will have preferred experience in Ellucian Ethos, SaaS (Software as a Service), Experience Platform, or other relevant middleware and iPaaS (Integration Platform as a Service) solutions, as well as a background in release management and database/applications upgrades.

**DUTIES AND RESPONSIBILITIES:**

- Manage and oversee the health and maintenance of databases and software applications within the organization
- Ensure the integrity, security, and availability of databases and applications through proactive monitoring and maintenance activities
- Lead and participate in database and application upgrades, ensuring minimal disruption to operations and user experience
- Collaborate with cross-functional teams to develop and implement release management processes for database and application updates
- Provide technical expertise and support for troubleshooting database and application issues, ensuring timely resolution
- Develop and maintain documentation for database configurations, processes, and procedures
- Flexibility to work overnights and weekends for IT maintenance as needed
- Stay current with industry trends and best practices in database management and application development
- Perform other duties as assigned by the Director of Enterprise Applications

**LICENSES, TOOLS, AND EQUIPMENT:**

**ENVIRONMENTAL CONDITIONS:**

This position is not substantially exposed to adverse environmental conditions.

**REQUIRED QUALIFICATIONS:**

- Bachelor's degree in Computer Science, Information Technology, Information Systems, or related field
- Minimum of 5 years of experience in database management and application administration
- Proficiency in Ellucian Banner ERP or related databases and software applications
- Strong programming skills and coding proficiency i.e. SQL, Java
- Experience with release management and database/applications upgrades

**PREFERRED QUALIFICATIONS:**

- Master's degree in Computer Science, Information Technology, Information Systems, or related field
- Experience with Ellucian Ethos, SaaS, iPaaS, Experience Platform, or other relevant solutions
- Familiarity with cloud-based database and application platforms
- Certification in database administration or related field
- Excellent problem-solving and communication skills
- Ability to work effectively in a team environment and independently

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.