

**UNIVERSITY OF MARYLAND  
COLLEGE OF AGRICULTURE AND NATURAL RESOURCES  
JOINT INSTITUTE FOR FOOD SAFETY AND APPLIED NUTRITION**

**POSITION ANNOUNCEMENT**

**IT PROGRAMMER ANALYST**

*Exempt Staff, Full-time Contingent II*

**Location:** JIFSAN, Symons Hall, University of Maryland, College Park, MD

The Joint Institute for Food Safety and Applied Nutrition (JIFSAN) at the University of Maryland College Park is looking for an individual to oversee its Information Systems unit. Duties include: IT programming, support and daily maintenance of the Institute's web pages and online courses.

***Responsibilities:***

- Providing all programming needs for JIFSAN, as well as monitor, measure and manage the progress of on-going IT processes
- Supervision of student programmers.
- Providing IT support; including workshops, symposia, conferences, and online courses.
- Assessment of IT current and future needs and implementation of solutions
- Management and continued development of JIFSAN's web pages and databases using programming languages including ColdFusion and various web-editing software; troubleshooting web-design and implementation.
- Development and maintenance of Institute database and project tracking system, including writing and updating instructional manual for both user and future developer

***Qualifications:***

***Required –***

- B.S. in computer science or information systems
- Knowledge of database design concepts for use with marketing and dynamic content management.
- Programming experience with Macromedia ColdFusion, HTML, and JavaScript.
- Working knowledge of Windows 2000 and Windows XP.
- Experience working with Macromedia Dreamweaver and Dreamweaver web templates.
- Experience working with Microsoft Office applications including Word, Excel, PowerPoint and Access.
- Experience converting documents to Adobe PDF format, as well as general knowledge of how to manipulate existing PDF documents.
- Basic to advanced skills with Adobe Photoshop Creative Suite.
- Basic knowledge of secure login and data transfers.
- Ability to manage complex information and rapidly structure and rationalize it.
- Self motivated; 'can do' attitude
- Strong multi-tasking skills with ability to work on multiple projects; shifting priorities as necessary and adherence to deadlines.
- Strong attention to detail, well organized administratively.
- Clear, concise, comprehensive written/verbal communicator.

***Salary and Benefits:***

Salary will be commensurate with experience. The University of Maryland offers an extensive benefits package.

***Applications:***

Send a letter of application, resume, transcripts (copy acceptable for application process), and three (3) professional references, including name, mailing address, telephone number, E-mail address to: Ms. Vernora R. Petty, Search Committee – JIFSAN IT, 0220 Symons Hall, University of Maryland, College Park, MD 20742-4452 **Or** you may submit your resume in MS Word format to [vpetty@umd.edu](mailto:vpetty@umd.edu).

**Closing Date:** October 5, 2007 or until a suitable candidate is selected.

*Minorities and Women Are Encouraged to Apply  
The University of Maryland is an Affirmative Action/Equal Opportunity Employer*