Computer Information Specialist –

The University of Utah Department of Civil and Environmental Engineering invites applications for a full-time computer information specialist to lead research and business oriented activities of the Utah Transportation and Public Safety – Crash Data Initiative (UTAPS-CDI), a cooperative effort between the Utah Department of Public Safety, Utah Department of Transportation, and University of Utah. The individual will be responsible for programming, data analysis, report preparation, and technical operations support. The individual will also design and implement methods and tools to collect, retrieve, and analyze data from UTAPS-CDI database systems. Specific duties will include:

- Identifying client requirements by establishing personal rapport with potential and actual clients and other persons in a position to understand service requirements;
- Collecting data by identifying sources of information and designing survey and collection methods;
- Organizing information by studying, analyzing, interpreting, and classifying data;
- Resolving retrieval problems by altering design to meet requirements;
- Preparing reports by collecting, analyzing, and summarizing information;
- Preparing reference materials for users by writing operating instructions;
- Maintaining historical records by documenting system changes and revisions;
- Sustaining database performance by troubleshooting problems;
- Maintaining client confidence and protecting operations by keeping information confidential;
- Maintaining professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, and participating in professional societies;
- Contributing to team effort by accomplishing related results as needed;
- Establishing and revising database by conferring with analysts and programmers to code and retrieve data;
- Maintaining database by entering/verifying data; and
- Developing cost-based proposals for expanding range of services.

Initial appointment is expected to be for one-year. Continued employment is dependent on performance and continued funding.

Part of the Pac-12 Conference, the University of Utah is a Carnegie Research-Extensive University located in Salt Lake City at the foothills of the beautiful Wasatch Mountains. Founded in 1850, the University of Utah now enrolls over 32,000 undergraduate and graduate students. The area experiences the four seasons and is known for world-class outdoor recreational activities including skiing, hiking, and biking. The State of Utah has more national parks and scenic areas than any other state. Growth in transportation, energy, mining, software, semiconductors, finance, education, healthcare, and business job sectors have contributed to the State’s prosperity, despite the difficult national economy.

The CEE department is one of seven rapidly growing departments within the College of Engineering. In the past decade, the number of tenure-track faculty positions has grown by 50% and research expenditures have more than tripled, to $81.5 million per year, placing our College in the top 30
engineering universities in the country for research volume. The CEE Department currently has 21
tenure track faculty members, 84 full-time graduate students, and 347 undergraduate students. The
department has an active research program with $19.5 million in external funding in 2012. Additional
information about the Department is available at: www.civil.utah.edu.

REQUIRED QUALIFICATIONS

- A bachelor's degree in computer science, systems technology, or mathematics/statistics plus a
minimum of three years of experience is required, although preference will be given to those
having advanced degrees.
- Demonstrated abilities related to written communication, developing client relationships, and
the duties listed above are essential.
- Desired qualifications include experience and interest in relational database management
systems; MySQL; SAS; homeland security and traffic safety informatics; software engineering;
data mining; data visualization/GIS; federated database systems; software testing and
verification; software specification; mobile and wireless computing; and programming languages
and technologies.

APPLICATION PROCESS

Electronic application materials (pdf format) should include a cover letter, curriculum vitae, and contact
information for a minimum of three references. Application materials must be submitted electronically
at https://utah.peopleadmin.com/postings/38621. Initial screening of applicants will begin immediately,
although applications will be accepted until the position is filled.

The University of Utah is an Equal Opportunity/Affirmative Action employer and educator. Minorities,
women, veterans, and persons with disabilities are strongly encouraged to apply. Veterans' preference
is extended to qualified veterans. Reasonable disability accommodations will be provided with
reasonable notice. For additional information about the University's commitment to equal opportunity
and access see: http://www.utah.edu/nondiscrimination/.