

Enterprise Resource Planning Systems Administrator-City of Yonkers, NY

The City of Yonkers is seeking a qualified candidate to serve in the position of Enterprise Resource Planning Administrator.

JOB DESCRIPTION

This position is responsible for the application maintenance of the City's Municipal ERP application and its databases. The duties include, but are not limited to, system performance tuning, capacity planning and forecasting, and module administration. The Municipal ERP Systems Administrator participates in analyzing user needs to develop solutions using Oracle tools and providing recommendations related to application enhancement. The Municipal ERP Systems Administrator has a DBA skillset as well as an Oracle EBS skillset.

RESPONSIBILITIES

- Maintains and supports the use of the City's Municipal ERP and other business applications;
- Tracks, troubleshoots and resolves issues with Oracle EBS R12 and/or selected Municipal ERP;
- Assists with definition and rollout of ERP solutions;
- Assists with integration of application with Oracle EBS R12 and/or selected Municipal ERP;
- Conducts applications design planning and recommends alternatives and/or solutions;
- Creates custom workflows, triggers, views and forms for Oracle EBS R12, per Oracle best practices;
- Develops and maintains reports for Oracle EBS applications and data;
- Keeps abreast of new software/application developments;
- Provides training for staff on newly defined solutions;
- Recommends improvements and offers insights to more efficient use of systems;
- Ensures that databases remain healthy and stable;
- Provides support of project type work and puts together work plans and task management.
- All other responsibilities as required to perform job.

KNOWLEDGE, SKILLS AND ABILITIES

Candidate must have good knowledge of Oracle database, best practices and products; working knowledge of Oracle Linux, Oracle OVM, AIX and UNIX/Linux environments; working knowledge of PLSQL/SQL including tuning, triggers and stored procedures; working knowledge of Jira or other ticketing systems; working knowledge of accounting/finance; ability to manage and aggressively push project deadlines; ability to grasp new concepts, incorporate innovations and stay up to date with industry; ability to communicate effectively both verbally and in writing; ability to work well with others; tact; courtesy; initiative; resourcefulness; good judgment; and physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's Degree in Business and/or Computer Science and three (3) years of experience in installing and configuring Oracle EBS and its modules along with third party applications/products/tools utilized with Oracle EBS;

Or

Graduation from a regionally accredited or New York State registered two year college or university with an Associate's Degree in Business and/or Computer Science and (5) years of experience in installing and configuring Oracle EBS and its modules along with third party applications/products/tools utilized with Oracle EBS;

Or

Graduation from high school or possession of a High School Equivalency Diploma and seven (7) years of experience in installing and configuring Oracle EBS and its modules along with third party applications/products/tools utilized with Oracle EBS;

Or

An equivalent combination of training and experience as defined above.

SPECIAL REQUIREMENT:

This position is open competitive and you will be required to take a NYS Civil Service Exam.

Annual Salary Range: \$ 65,747.00-\$106,669.00

Please submit resumes to:

Robert Cacace
Commissioner of Information Technology
87 Nepperhan Avenue, Room 121
Yonkers, NY 10701

or e-mail to the Commissioner's Secretary, Lynn Booker , at:

Lynn.Brooker@Yonkersny.gov