2020-2021 Data Analysis Manager - RE-POST

JOB STATUS: UNTIL FILLED
POSTING DATE: 07/29/2020
POSTING NUMBER: 009697
LOCATION: Instruction
POSITION TITLE: 2020-2021 Data Analysis Manager - RE-POST

JOB DESCRIPTION:
Responsible for creating Cognos reports to support the instructional needs of the department. Utilize software to access instructional data and develop actionable and informative reports. Provide support to other departments or leadership by manipulating, analyzing data, and reporting results based on the needs of the end user.

IMPORTANT NOTES:
Some positions may be federally funded and, as such, are contingent upon the availability of federal funds. Please check with your hiring manager about whether the position for which you are applying is federally funded.

QUALIFICATIONS:
Education/Certification:
1. Bachelor’s degree in education, research, instructional management with demonstrated technical experience or degree in computer science with extensive experience in educational practices and instruction
2. Masters degree in education or related field (prefered)

Special Knowledge/Skills/Abilities:
1. Advanced knowledge of Cognos, Access, and Excel required
2. Ability to use student test data systems
3. Knowledge of the state testing program and accountability systems
4. Familiarity with K-12 Business Information Systems
5. Ability to use software programs to create reports, databases, and present data and student achievement related information
6. Ability to develop and deliver training to adult learners
7. Excellent organizational, communication, and interpersonal skills
8. Detail oriented and able to handle deadlines

Experience:
1. Three (3) to five (5) years experience in Cognos
2. Instructional, teaching, school and/or district level experience
3. Experience with programming, SQL databases, SQL scripting, and report writing
4. Experience with coding, report creation, development, environment, programming languages such as Visual Basic, ASP.NET, and HTML

APPLICATION PROCEDURES:
Interested out-of-district applicants must
- Submit an online Administrative application at www.aliefisd.net > Employment > Human Resources Department > Applications/Transfers > Online Applications

Interested current Alief employees must
- Submit an online Administrator/Certified Transfer application at www.aliefisd.net > Employment > Human Resources Department > Applications/Transfers > Online Applications

NOTE: District employees hired before 06/01/2014 will need to register with WinOcular to access any of the applications listed above

REQUIRED DOCUMENTS: Upload the following supporting documents to your WinOcular WorkSpace
- Cover letter
- Resume

APPLY TO:
LENGTH OF Probationary contract - 235 days

EMPLOYMENT:

SALARY: 2019-2020 Salary Range Minimum $78,255 – $94,000 Midpoint - based on previous public school experience
Pay grade P 5 (salary schedule for the 2020-2021 school year has not been determined)

START DATE: 2020-2021 School Year