



City of Minneapolis CAREER OPPORTUNITIES BULLETIN WEEK of October 28, 2013

Minneapolis is a dynamic, scenic, high-energy city that offers something for everyone. Join us and you'll discover a diverse, inclusive, and rewarding work environment.

We are currently accepting applications for the following positions. Apply online at www.minneapolismn.gov/jobs. Further information can be obtained at the Human Resources Department, 250 South 4th Street, Room 100, Minneapolis, MN 55415-1339. Office hours Monday – Friday, 8:00 AM – 4:30 pm. Telephone (612)673-2282 TTY (612)673-2157

OPEN POSITIONS

City Planner-City of Minneapolis Exam #21296 Annual Rate of Pay \$48,287.00 up to \$66,829.00

The Community Planning and Economic Development Department is seeking a City Planner. The City Planner will perform professional planning work requiring excellent analytical and communication skills in planning processes of standard to moderate degrees of difficulty. The City Planner is an entry-level planning position with CPED. This vacancy is with the Land Use, Design and Preservation section of CPED and includes implementation of City policies through review of development proposals. The work associated with this position includes frequent deadlines while conducting land use and preservation analysis. The City Planner works independently as part of a multi-disciplinary team. For a complete job announcement and to apply online please visit www.minneapolismn.gov/jobs. **Applicants failing to submit all required material as listed in the job announcement will not be considered. Open for applications until Wednesday, November 6, 2013.**

Property Services Project Coordinator Exam 21295 Annual Salary \$56,024 up to \$77,387

Under general direction of the Senior Facilities Planner, oversees and serves as a liaison between City Departments and the Finance Department regarding remodeling projects. **Qualifications: Education-** Bachelor's Degree in Interior Design, Facilities Management or a highly related field **Experience-** Three (3) years of full time experience in the planning, supervision and administration of facilities related projects. To review the complete job announcement and to apply online visit: www.minneapolismn.gov. **Applications accepted through Friday November 1, 2013.**

Senior Applications Analyst – Exam #21277 Annual Salary: \$64,386 up to \$88,616*Market adjustment may apply

There is currently one (1) exempt, full-time vacancy to be filled in the ERP Division of the City of Minneapolis IT department. The Senior Applications Analyst (Financials / Supply Chain Administrator (FSCM) / Developer), located in Information Technology department, provides IT services to the City of Minneapolis Finance Department, and related City departments. **Qualifications: Required Education:** Bachelor's degree in Computer Science, Management Information Systems, or a closely related field. ***Note:** Interview may not be granted without proof of education. You are encouraged to submit copies of transcripts (showing successful completion of coursework) NOW with your official City application. **Required Experience:** At least six (6) years of experience required, which have included application development and support, including at least four (4) years of experience performing duties similar to those described above and using specific technical tools. Prior experience as a Lead Developer / Administrator of PeopleSoft FSCM, (with ideally version 9.x experience) is required. Prior experience in PeopleSoft installations, upgrades, & new releases - including Fit/Gap analysis and retrofitting is required. Proficiency with PeopleTools (ideally 8.49 or better), PeopleCode, and other tools (SQR, Application Engine, Messaging, Component Interfaces, etc.) is required. **Equivalency:** An equivalent combination of related education/experience may be considered. **Anyone may apply. Applications accepted until candidate pool has been established, determined by HR.**

PeopleSoft Engineer, DBE – Exam #21283 Salary: \$62,877-\$86,539, with a market rate adjustment of up to \$25,000 may be considered.

The City of Minneapolis is accepting resumes for a **PeopleSoft Administrator (Database Engineer)**. This is a full-time position in the Enterprise Resource Planning (ERP) Division of the Information Technology Department. The Database Engineer provides IT services to the Human Resources, Finance, and related City departments. This position is responsible for technical administration related duties for multiple PeopleSoft environments. **Qualifications: Experience-** six (6) years of experience performing similar duties. **Education-** A Bachelor's degree in Computer Science, Management Information Systems, or closely related field. For a complete job announcement including job duties, requirements and how to apply online please visit www.minneapolismn.gov. **Applications accepted Thursday, October 3, 2013 until candidate pool has been established, determined by HR.**

The City of Minneapolis is an Equal Opportunity Employer

Program Assistant (Non-Supervisory) – Exam #21292 Hourly Salary: \$18.33 up to \$29.02

There are currently two (2) exempt, full-time vacancies to be filled in the Assessor's and Neighborhood and Community Relation's Departments. Primary responsibilities: Perform a variety of technical, clerical and administrative tasks for the departments, relieving the executive and leadership staff of routine work not needing their personal attention, or in support of a specific division or program ensuring efficient operation. **Qualifications: Required Education:** Post High School education or equivalent. **Required experience:** Three (3) years of full-time related work experience performing duties similar to those noted in the position/job duty information above. **Equivalency:** An equivalent combination of relevant education and experience may be considered for this position. For a complete job announcement including job duties, requirements and how to apply online please visit www.minneapolismn.gov. **Applications accepted through Friday, November 1, 2013.**

SOFTWARE ENGINEER II (Solution Developer) – Exam #21269 Annual Salary \$64,386 - \$88,616

There is currently one exempt, full-time vacancy to be filled in the IT Department. Incumbent reports to the Manager of Solution Development & Engineering and may receive daily work direction from senior software engineers. Primary responsibilities include the following. The Software Engineer II (SD/Dev) works as a member of the IT Solution Development & Engineering team to design, build, and implement e-government and business applications, integration middleware and other custom-built software solutions. Work includes designing new systems, and enhancing / upgrading existing systems. **Qualifications: Required Education:** Bachelor's Degree in Computer Science, Software Engineering, or a closely related field. **Required Experience:** Six years of relevant experience designing and developing object-oriented software products in Microsoft ASP.net or Java, Web Services, MSMQ, using both MS SQL Server and/or Oracle DBMS back-ends. Experience developing these software systems for deployment into enterprise-level infrastructures is required. **Equivalency:** An equivalent combination of related education/experience may be considered. Background check may be required. **Applications accepted until candidate pool has been established, determined by HR.**

YOUTH VIOLENCE PREVENTION COORDINATOR – Exam #21300 Annual Salary \$56,024 up to \$77,387

The purpose of this grant funded position is to provide leadership and coordination in implementing the "Blueprint for Action" report. In coordination with the Minneapolis Health Department (MHD), Youth Violence Prevention Steering Committee (YSPSC), and others, this position is responsible for policy development, resource identification (including seeking grants), strategic planning, implementation and evaluation of the plan. This is a high visibility position. Person has to be comfortable working with elected officials as well as community groups. Job entails a lot of public speaking, group facilitation and planning. Excellent writing skills are essential for performing this job. **Qualifications: Required Education:** Bachelor's Degree in Public Health Administration, Social Work, Criminology, Public Policy or equivalent. **Required Experience:** Three (3) years of experience relevant to the duties of the position. **Equivalency:** An equivalent combination of related education and experience may be considered. ALL applicants MUST submit a completed resume (must be submitted prior to the job closing date and can be email to Joel.Lampe@ci.minneapolis.mn.us), City of Minneapolis application (online or paper), applicants may apply online at www.ci.minneapolis.mn.us/jobs, and supplemental screening questions. **Applications accepted Friday, October 25, 2013 through Friday, November 8, 2013.**

CITY EMPLOYEES ONLY

Water Meter Operations Specialist – Exam #21293/ Hourly Salary \$26.630 - \$29.099 Restricted to City/Council Employees.

The Public Works' Water Treatment and Distribution Division has a Water Meter Operations Specialist position (one non-exempt vacancy) available. The position will manage all meter reading communications systems and Residential Meter Service Meter Shop Functions, ensuring that metering systems are installed, maintained, and read on time with a high level of customer satisfaction. **Qualifications:** Must be a current City employee, those who have passed probation, of any City Council Department. Three years of experience installing, reading and repairing water meter systems. High School Diploma or equivalent. Possess and continue to maintain a valid Driver's License. An equivalent combination of related education/experience may be considered. Background check. **Applications accepted through Friday, November 8, 2013.**

The career possibilities are endless and personally rewarding. At the end of each day, you can reflect on the lives you have affected by working for a City department. You can take pride in having a part in making Minneapolis a great place to live and do business, while performing work that you love.

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