University of Wisconsin - Madison

Position Vacancy Listing

PVL # 98206

Position Summary:
The Department of Biostatistics and Medical Informatics (BMI) is seeking a proactive and meticulous systems administrator. This position will support research faculty, academic staff, researchers, clinical staff and administrative staff.

The School of Medicine and Public Health has a deep and profound commitment to diversity both as an end in itself but, also as a valuable means for eliminating health disparities. As such, we strongly encourage applications from candidates who foster and promote the values of diversity and inclusion.

Principal duties:
30% - Consult with faculty to develop and support database applications for research applications, proposals and protocols. Design, implement and maintain key departmental academic databases. Monitor the design and implementation of new educational and research IT systems and maintain existing systems within the BMI Department for faculty and research staff.

50% - Deliver timely, courteous support for research faculty, academic staff, researchers and administrative staff. Document all academic IT systems for end users and the BMI IT Group. Some direct user training is also expected.

15% - Consult with and determine technology software needs of the faculty, researchers and staff. Recommend hardware and software purchases to comply with Department of Biostatistics & Medical Informatics guidelines and requirements. Participate in long and short-term planning and help to identify the computing needs of research and academic projects.

5% - Periodically provide oncall support during extended business hours.

© 2019 Board of Regents of the University of Wisconsin System