Beloit College
Student Employment Job Description

<table>
<thead>
<tr>
<th>Position Title</th>
<th>IT Student Programmer</th>
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<tbody>
<tr>
<td>Department</td>
<td>Information Technology</td>
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<tr>
<td>Work Location</td>
<td>Mayer Hall 227</td>
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<tr>
<td>Hourly Rate</td>
<td>$7.75</td>
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<tr>
<td>Supervisor</td>
<td>Tim Tyler</td>
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<tr>
<td>Account Number</td>
<td>01-63627-00000-00000-xxxxx</td>
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Do multiple individuals hold this position at one time?  Yes  No

Number of positions available: 2

Work Schedule

A student in this position can expect to work 0 - 4 hours per day, 8 - 10 hours per week.

The student will work  Yes Monday thru Friday  No Saturday  No Sunday  No any day of the week.

Hours are available during the following times of the day: 8 am - 6 pm.

Department/Position Overview

This position will program code for linux projects in computer languages such as php, perl, python, etc. Besides being fluent in a computer language, they will need to learn the linux operating system as well as Idap databases and potentially other databases. They will also need to learn and practice good security implementations of code.

Description of Duties and Tasks

- [ ] Interact with and convey a positive attitude to visitors and the campus community in person or by phone
- [x] Conform to an established work schedule; reliably work set hours as assigned
- [ ] Perform clerical duties in support of the department, i.e. data entry, filing, copying, mailings, etc.
- [x] Maintain the confidentiality of departmental/employee/student information
- [ ] Run errands on and/or off campus, including campus mail pick-up and delivery
- [ ] Perform light cleaning, departmental organization, and upkeep as required
- [x] Work efficiently and accurately without immediate supervision
- [x] Program computers using computer languages such as PHP, Perl, Python, etc
- [x] Contribute to process and security configurations on production-level systems
### Required Training and Skills

- Ability to communicate in a concise and effective manner, both verbally and in writing
- Detail oriented with strong organizational skills
- Familiarity with specific computer software, listed here: **Programming languages such as PHP, Perl, Python; Ldap and general databases; and Linux operating system**
- Familiarity with specific equipment, listed here: **Linux Servers**.
- Completion of coursework or training, prior experience, and/or specific certifications, listed here: **Must have at minimum an entry level CS Programming course such as CS131 or prior programming experience in Python and/or PHP.**
- Recommendation from a Physics or Computer Science faculty member or demonstrated knowledge of Python and/or PHP.
- Fundamental understanding of programming with an aptitude and motivation to learn.
- Ability to write technical documentation to support programming projects