Cuyahoga County Land Reutilization Corp.

812 Huron Road E, Suite 800
Cleveland, OH 44115
www.cuyahogalandbank.org

Job Posting - Information Technology and Software Engineer

The mission of the Cuyahoga County Land Reutilization Corporation (CCLRC), a non-profit corporation also known as the Cuyahoga Land Bank, is to strategically acquire properties, return them to productive use, reduce blight, increase property values, support community goals and improve the quality of life for County residents. Reporting to the Director of Information Technology and Research, the Information Technology and Software Engineer is responsible for the following basic functions:

Basic Functions:
- Development, testing, and maintenance of property management/land bank software
- Data extraction and analysis
- Network administration and maintenance
- Software and hardware installation
- User helpdesk

Principal Duties and Responsibilities:
This person will manage the planning, development, design, testing, maintenance, monitoring, and support of the Property Profile System (PPS) for Cuyahoga Land Bank and licensees of PPS (http://pps.land). PPS is a SaaS application to track real estate and property management data. Other duties related to PPS include the generation reports, providing metrics, and improving organizational efficiency and effectiveness by using PPS to automate tasks and generate statistics. This position includes embracing new technologies and maintaining high standards of software quality.

The person hired for this position will also be expected to research software and hardware products to make recommendations to the Director. This person will also use best practices related to software installation, hardware installation, and processes related to troubleshooting user workstations. The person will also serve as a backup Network Administrator.

This position will require interacting closely with the Director of IT and Research, PPS clients, outside contractors, Land Bank leadership and Land Bank staff. The entire staff numbers 35 persons.

Knowledge, Skills, and Abilities
Proficiency with the following languages, OS, concepts, and libraries:
- Python, PHP, Flask, MySQL, HTML, CSS, JavaScript, Ubuntu, Windows 10, Git.
- Experience integrating with external APIs, third party data sources, and serving public APIs.
- Experience with Google Cloud Platform is ideal. AWS or Azure experience is acceptable.
- Word Press initialization, administration, and customization of templates is a plus.
- The ability to quickly configure and deploy software development environments.
- Working knowledge of the Office 365 suite of applications (Word, Excel, PowerPoint, Outlook).
- Experience troubleshooting PCs (both hardware and software), printers, local network, and other technology peripherals.
- Ability to understand, document, and explain complex technical concepts for technical and non-technical audiences.
- Self-motivated person with persistence, attention to detail, and patience with non-technical staff. The ideal candidate should be able to communicate well and to work proficiently both independently and in a team environment.
- Ability to work well under pressure, organizational skills, good judgment, strong decision-making skills, the ability to rapidly adjust as priorities change.

The ideal candidate should be an information technology generalist and will have the opportunity to engage with the Land Bank's entire operation. Duties will range from highly complex data structures served through web applications to PC/software helpdesk user support.

Education and Experience:
A Bachelor's degree in Computer Science is required, however a degree in Planning, Public Administration, Geography, Engineering, or Real Estate along with relevant experience will be considered. Two years of related work experience will also be considered in lieu of academic qualifications.

Compensation: $50,000 to $75,000 annually, commensurate with experience. Good benefits.

To be considered: Please send resumes to Michael Schramm (schramm@cuyahogalandbank.org) by 5pm on October 9, 2020. No phone calls please.

The Cuyahoga County Land Reutilization Corporation is an Equal Opportunity Employer.