

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**Web Services Specialist
Office of Information Technology
Regular Full-Time Position
Position Number 366000**

General Description

The Specialist reports to the Manager of Analysis and Programming and performs technical duties such as administering campus web services, evaluating, designing and implementing web technologies, providing group training and the management of Information Technology web pages.

Primary Duties and Responsibilities

- Administer public and internal web service applications.
- Manage and configure the Microsoft Internet Information Server (IIS) and Apache web servers.
- Administer Portal Web Service Application and Content Management System.
- Maintain security and reliability of Public, Portal, Content Management and Internal Web Services.
- Create and maintain dynamic and data-driven web applications.
- Provide support for installation of web applications, portal software, content management system and streaming video technologies.
- Support of all software on the web servers.
- Provide guidance for web products managed by various University departments.
- Provide leadership in defining campus-wide web standards.
- Work closely with the AP helpdesk to provide technical support for problems related to web services.
- Work closely with the Office of Public Relations and Marketing on web service policies, procedures, technology evaluation and implementation.
- Increase efficiency and productivity within the University by assisting all areas with the integration of public web, portal, content management and streaming technologies.
- Evaluate and integrate new technologies into web site, portal, content management system and streaming server.
- Maintain cross-platform and cross-browser application compatibility.
- Coordinate and maintain the availability of the external, internal only, and course-specific web sites of APSU.
- Perform other job-related duties as assigned.

Essential Functions

- Ability to efficiently operate a personal computer and associated software (Outlook, Word, Excel, etc.), SungardHE Banner and Luminis.
- Ability to communicate effectively and appropriately.
- Ability to maintain confidentiality of records and information.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to handle multiple tasks simultaneously.
- Ability to understand and apply latest web trends.
- Ability to teach both groups and individuals.
- Ability to work independently and as part of a team.
- Ability to effectively design and create Web pages.
- Ability to think clearly, creatively and logically.
- Ability to grasp new concepts quickly.
- Ability to effectively utilize technical manuals.

Required Minimum Qualifications

- Bachelor's degree (or higher) in computer science, mathematics, information systems or related field.
- Previous experience with Windows server operating systems and web services software.
- Previous experience in computer programming, especially in Java and Web-related languages such as ASP.net, PHP and ASP.
- Knowledge of computer databases.
- A background check will be required of the successful applicant.

Additional Preferred Qualifications

- Previous technical writing or journalism experience.
- Previous experience in Solaris operating systems, Windows clustering technologies and other high availability best practices.
- Previous teaching experience.
- Knowledge of University computer hardware.

IT IS A CLASS A MISDEMEANOR TO MISREPRESENT ACADEMIC CREDENTIALS