

**Lead Enterprise Data Catalog Administrator  
Austin Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=235218>

Downloaded On: May. 19, 2024 9:20am

Posted Apr. 26, 2024, set to expire Nov. 29, 2024

**Job Title** Lead Enterprise Data Catalog Administrator  
**Department** Administrative  
**Institution** Austin Community College  
Austin, Texas

**Date Posted** Apr. 26, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Administration - Other

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**Job Description**

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**Lead Enterprise Data Catalog Administrator**

**Austin Community College**

**Job Posting Closing Times:** Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

[If you are a current Austin Community College employee, please click this link to apply through your Workday account.](#)

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

### **Job Posting Title:**

Lead Enterprise Data Catalog Administrator

### **Job Description Summary:**

The Lead Enterprise Data Catalog Administrator plays a critical role in managing and optimizing the College's data catalog. This role will be responsible for managing and administering the enterprise data catalog system, which is essential for efficiently organizing, indexing, and maintaining the College's data assets.

### **Job Description:**

#### **Description of Duties and Tasks**

**Essential duties and responsibilities include the following. Other duties may be assigned.**

- Establishes processes, methodologies, and operating or service-level agreements for the enterprise data catalog.
- Assists with the roll out & manages the Enterprise Data Catalog, including new feature rollouts for

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the various user groups across the company.

- Serves as a primary contributor for the Enterprise Data Catalog, Master Data Management Metadata repositories, and manages the health and well-being of the repository using the tool Informatica Axon EDGC Business Process Management workflows.
- Help create Informatica Enterprise Data Governance Center (EDGC) models, including assets, relationships, domains, and communities.
- Help to define workflow, security, and integration requirements. May partner with the Data Governance team.
- Populate Metadata content and associate terms in the Business Glossary to develop the Informatica Enterprise Data Catalog.
- Uses metadata scans & Lineage harvesters to build the complete view of data flow from source to reports.
- Establish repeatable and sustainable processes to maintain data and metadata.
- Develop End to End Business and Technical Lineage based on requirements for Business users and End to End Controls
- Utilize skills in Informatica software: Data Quality, Profiling and Data Management tools, SQL, and Data discovery techniques.
- -Experience with metadata management, master data management principles, and data catalog tools.
- Experience in data requirements gathering and facilitation of business data definitions
- Cross-BU and/or diversity of job experiences
- Delivery of exceptional customer services and experiences.
- Ensure consideration of all design alternatives and provide technical guidance to the wider project team and business stakeholders to ensure the successful rollout and adoption of Informatica Tools: Cloud Data Quality, Enterprise Data Catalog, and Axon Data Governance.
- Maintaining and predicting future designing and delivering Informatica Assets for Data Quality, Data Catalog, and Data Governance.
- Work collaboratively with internal business teams, Data Governance and Enterprise Architects.

### **Skills**

- Knowledge of the principles of IT Service Management, preferably using the Information Technology Infrastructure Library (ITIL) framework.
- Ability to determine appropriate service levels and building procedures and workflows for efficient service management
- Possesses coaching and mentoring skills

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- Skilled at cross-function executive communication, giving presentations, and influencing.
- Excellent problem-solving and analytical skills with an automation mindset
- Experience with metadata management tools (Axon, Alation, Informatica, etc.)
- Self-Starter who can work in ambiguous situations and drive to a solution.
- Good organizational skills and ability to advance multiple work streams concurrently.
- Solid understanding of Data Cataloging processes and principles, with the ability to effectively communicate and advocate those ideas to others.
- Demonstrated success working in a team-based environment.
- Excellent analytical skills are required.
- Strong facilitation and negotiation skills are required.
- Strong interpersonal skills, with competence in interfacing with business users required.
- Ability to summarize and present design alternatives.

### **Technology**

- Technology design experience, which includes Performance, Security, Availability, as well as Operations, Monitoring, and Support

### **Knowledge**

- Interpersonal Skills for team collaboration
- Integration of product architecture experience with vendor products
- Experience working with various SMEs to understand business process flows, functional requirements specifications of the existing system, their current challenges, constraints, and future expectations.
- Experience documenting the current state & preparing target state architecture.
- Anticipate the needs of our students and faculty, reducing the cost of delivery of our services today and pioneering the flexible technological growth of the systems of tomorrow.

### **Required Work Experience**

- Three years related work experience.

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**Preferred Work Experience**

- Three or more years of related experience.
- Experience providing a level of effort estimates for the technical portion of solutions.
- Working in a higher education institution.
- 7 years of experience managing a team of development and IT Quality Assurance resources.
- 3+ years of experience developing/ customizing/ implementing Salesforce (.com or .org) at large enterprise (3,000+ seats)
- 2+ years of experience managing Salesforce Engineers
- 5+ years experience with people management with demonstrated success in developing the careers of subordinates
- Experience completing at least 3 full life-cycle Salesforce implementations with budgetary and resource management responsibilities
- Experience developing and deploying software solutions using various SDLC processes and tools including: Waterfall-based development and Iterative Design & Prototyping (Agile)
- Experience preparing technical specifications, detailed design documents, and developing test cases

**Required Education**

- Bachelor's degree.
- 6 years of applicable experience may be substituted for a bachelor's degree

**Preferred Education**

- Bachelor's degree in Information Technology or a related field

**Special Requirements**

- Must have a valid driver's license

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- ITIL Foundation Certification or higher
- 2+ years with Informatica Enterprise Data tools ideal

### **Physical Requirements**

Work is primarily performed in a standard office environment.

### **Salary Range**

\$85,239 - \$106,548

### **Number of Openings:**

1

### **Job Posting Close Date:**

July 17, 2024

### **Clery Act**

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

### **Disclaimer**

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

Administrative  
Austin Community College

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