



Coordinator, Departmental Computing Systems

School of Meteorology College of Atmospheric and Geographic Sciences University of Oklahoma

The School of Meteorology of the College of Atmospheric and Geographic Sciences at the University of Oklahoma seeks a Coordinator of Departmental Computing Systems and Services. Through their own expertise, working with the National Weather Center's Research Computing Services and/or supervising staff and student assistants, the successful applicant will be responsible for: i) maintaining the School's Linux and Apple-based student computer laboratories; ii) system administration of several Linux servers; iii) administering the School's meteorological data bases and archives; and iv) assisting the faculty, staff, and students of the School in the administration of their computers and work stations. Duties include recommending and purchasing computing equipment, managing software licenses, administering the School's meteorological data feeds (IDD), and being a resource for solving software, data base and hardware problems for students, staff and faculty.

Required Education and Skills:

- A Bachelor's Degree in the Atmospheric Sciences, Computer Science or related disciplines.
- At least 2 years of experience with Unix system administration and networking including intra- and internet security.
- At least 2 years of experience with hardware and software for Apple and PC systems.
- Experience with meteorological data processing such as UNIDATA-supported software applications, Matlab and Python.
- Strong interpersonal skills and an ability to work in a team environment with faculty, staff and students.

Desirable Education and Skills:

- A Master's or PhD Degree in Meteorology or in Computer Science or a related discipline with extensive experience in supporting meteorological computing.
- Experience in parallel computing, Fortran, C, C++, and shell scripting.
- Experience with web page development (e.g., HTML, CSS, PHP, Javascript, SQL) and supporting web servers.
- Experience working with students and faculty including supporting the introduction of meteorological data and IT skills into the classroom.
- Strong interest in becoming personally involved in undergraduate education through participating in courses/training sessions in IT skills for Meteorology majors, the development of on-line materials, and the design and maintenance of exercises utilized in meteorology laboratories in order to reinforce theoretical concepts and enhance student IT skills.

To apply, please submit a cover letter, current résumé, and the names of three references to the University job website, <https://jobs.ou.edu>, using job number 18177. Screening of applications will begin on November 1, 2013 and will continue until the position has been filled.