

## Digital Library Systems Specialist

A year ago, Li Ka Shing Library of Singapore Management University, in conjunction with Universities Integrated Information Technology Systems department, launched a new digital library, consisting of an integrated library management system (ILMS), an institutional repository (IR) and a new discovery platform.

The Library seeks a dynamic, innovative and service-oriented professional to join the Digital Library Systems Team in supporting and enhancing the new systems. Reporting to the Systems Librarian, the Digital Library Systems Specialist is primarily responsible for managing the Institutional Repository (IR). Other duties and responsibilities include, but are not limited to: assisting the Systems Librarian in managing the Digital Library systems including Millennium, the ILMS, and the other system modules from Innovative Interfaces Inc.; helping support the Library RFID management system; identifying and analyzing user requirements; providing optimal operation of information systems and supporting other technical staff in meeting user needs. The successful candidate will work in conjunction with the University Webmaster to support the library website and with the library staff to introduce web services and coordinate and support content development.

### *Responsibilities*

- Assists with the installation, maintenance, customization and upgrade of Digital Library systems applications/enhancements and modifications to meet current and projected needs.
- Serves as the primary XML-XSLT programmer.
- Serves as system administrator for the IR platform.
- Serves as the primary systems liaison person with the IR vendor.
- Applies principles of usability, accessibility and assessment to develop effective interfaces and navigation structures to meet user needs.
- Provides web application programming related to Digital Library systems; maintains web software applications; develops and/or maintains documentation and procedures/programs manuals, such as documentation on customizations.
- Collaborates with Integrated Information Technology Services (IITS) on a wide range of technology, information management, and application support matters; may perform hardware or software acquisition evaluation.
- Makes recommendations, designs, specifies, implements and tests solutions.

- Conducts troubleshooting to resolve systems-related issues.
- Along with the DL team, researches emerging web technologies and best practices in order to develop skills and expertise to ensure continuous improvement.
- May participate on internal and/or external committees to provide feedback on issues that impact Digital Library systems and applications.
- Performs other work-related duties as assigned.
- Provide off office hour support when required.

### *Requirements*

- Bachelor's degree in Computer Science with minimum one year experience in web programming or equivalent qualification with minimum three years experience in web programming.
- Experience in Java web application, web services development, and HTML/XML/XSLT/XPATH, CSS, PHP, MySQL and JavaScript required.
- Experience with Unix-Linux and Windows operating systems.
- Ability to work independently and within a project team.
- Strong analytical and problem-solving skills.
- Excellent communication and inter-personal skills, including ability to liaise with vendors and users.
- Ability to meet deadlines.
- A proactive approach to support the library technology needs of SMU community.

### ***Optional Requirements***

- Knowledge of non-Roman Unicode-based textual data.
- Knowledge of .NET programming, SQL Query, XQuery and web application environment.
- Knowledge of relational database management systems (RDBMS) and digital repositories.

- Knowledge of Apache and IIS web servers, Python, CGI and Perl scripts, SRU / SRW / CQL.
- Knowledge of web harvesting (e.g. OAI-PMH) and web crawling protocols e.g. Google Sitemap and other search engines.
- Knowledge of EAD, RDF, Semantic web, SKOS.
- Knowledge of digital library metadata and standards (e.g. METS, MODS, MARCXML, DC, PREMIS).
- Knowledge of library systems and data migration.

**How to Apply:**

Please <mailto:libjob@smu.edu.sg>. We will be reviewing resumes as they arrive. Candidates must be eligible to work in Singapore. Local term applies. Only short-listed candidates will be contacted.

Website: [http://library.smu.edu.sg/home/job\\_advert.asp](http://library.smu.edu.sg/home/job_advert.asp)