



# CITY OF SOUTH BEND

## INNOVATION & TECHNOLOGY

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# ETL Developer/Data Engineer (Contractor)

### BACKGROUND

The City's Department of Innovation & Technology is seeking an ETL Developer/Data Engineer support data processing and the City's data warehouse environment.

The Department of Innovation & Technology manages data, technology, and IT for the City of South Bend. The Department houses 311, Business Analytics, Applications, Infrastructure, Services, and Civic Innovation. For many technology and web projects, the Department works in a hybrid, collaborative environment suitable for remote contract work.

Given the seasonal and temporary nature of certain types of information technology projects, the Department often partners with contractors (individuals or firms) to fill temporary or seasonal or specialized needs relating to projects, implementations, or strategic initiatives. Note that this contracted position can be filled by an individual or an entity.

Note that this contracted position will be able to set either part-time or full-time hours for performance of the web content management services based on the contractor's discretion and project needs, though preferences are for applications that are available to >20 hours a week and/or available during business hours.

Note that the contractor(s) chosen do not have to live in South Bend or be available for in-person work, but that in-person availability is preferred.

### DESIRED SKILLS

This contractor should:

- Able to map out best approaches to ETL processes based on the systems being used and data being transformed
- Develop technical documentation on ETL processes
- Familiarity with ETL processes in both Python and the SQL Server environment (SSIS Packages)

- Comfortable using tools and libraries such as SSMS, Pandas, Anaconda, Visual Studio, and SSRS
- Strong working knowledge of SQL
- Experience working on interdisciplinary teams

**SELECTION CRITERIA**

Applicants will be assessed based on the following:

Item	Points
Experience with ETL processes in Python and SQL Server environment (SSIS packages)	+20 points
Experience with relevant tools/libraries	+15
Experience/working knowledge with SQL	+10
Interview	+15
Reference(s)	+10
Ability to work >15 hours a week	+10
Ability to be available for ~5 hours a week during business hours	+10
Value Ratio (pricing proposed is on budget and/or proportional to the expertise, experience, and services being offered)	+15

**SELECTION PROCESS**

The selection process for this contract will be as follows:

1. Applications open 3/10/2023
2. Applications close 4/7/2023
3. Some applications chosen to move forward to a resume request phase.
4. Some applications chosen to move forward to an interview phase.
5. Applicant(s) chosen (target is by end of April 2023)

The City reserves the right to extend the application period. The City reserves the right to not select a proposal. The City reserves the right to repost this contract position if needed. The City reserves the right to stop or suspend this contract hiring process.

**HOW TO APPLY**

Applicants should apply at <https://forms.office.com/r/BWH4wzxXiz>

Filling out the above is sufficient for an initial application. The City reserves the right to ask for additional documentation such as resumes, references, or work products during later stages of the process.

Note that documents such as certified checks or evidence of financial responsibility do not apply to this position and will not be requested.

Questions? Please email [itps@southbendin.gov](mailto:itps@southbendin.gov).