



## Production Operations Programmer

### Company Background

I-Behavior Inc., a fast paced, growing database marketing services company with offices located in Harrison, NY and Louisville, CO, has a great opportunity for a **Production Operations Programmer** in our Colorado office. I-Behavior is now a KBM Group company and part of the [WPP organization](#). ([www.i-behavior.com](http://www.i-behavior.com))

### Position

As an entry level Programmer, you will be trained on Scoring, Sampling and output and will be responsible to ensure that all orders processed through the system are accurate and on time. You will be expected to interpret and create SAS macros based upon instruction sets received from our Sales staff and/or other functional areas within the organization.

### Responsibilities

- Execute extensive quality assurance procedures on every order shipped.
- Deliver on programming requirements and meet all required deadlines.
- Take responsibility for data integrity on every order shipped.
- Proactively communicate with other departments within I-Behavior.
- Adhere to standards for program and process documentation.
- Monitor and provide the status of orders throughout the day to Senior Management when required.
- Execute SAS macros as specified by instruction sets received.
- QC and ship files to the various clients/letter shops.
- FTP files on a daily basis to or from client FTP sites.
- Continuously enhance program efficiency, reducing production cycle time and resource requirements.
- Work closely with Technology and Development on enhancements to existing legacy applications.
- Develop an understanding of data processing issues related to I-Behavior's evolving business strategy, and provide possible solutions.
- Work closely with the Manager, Output Services to build out continuous process improvements on a monthly basis.
- Be available on-call as required to meet our client's objectives.

### Requirements

- Bachelors Degree, in a related field
- Excellent project management, facilitation and organizational skills
- Attention to detail
- Ability to prioritize and meet deadlines while working collaboratively on cross-functional teams
- High energy, motivated self-starter with ability to take direction and manage tasks with minimal supervision within an energized, collaborative and entrepreneurial environment
- Excellent communication (verbal and written) and listening skills
- Flexible and resourceful

### Pluses

- 1-2 years of related work experience
- SAS Base Programming for SAS 9
- Knowledge of the SAS system for use in analytical and data management contexts.
- Experience writing new SAS macros to perform specified tasks
- Direct Marketing experience

### Employee Benefit Package

We offer a competitive compensation and benefits package.

### To Apply

Please send resume with salary requirements to: [resumes@i-behavior.com](mailto:resumes@i-behavior.com), list job code **POP212** in subject line. (please no phone calls)