

MASTER SPECIFICATION

JOB INFORMATION

Date:	1/17/2018 5:16:34 PM
Official Title:	Applications Programmer Master
System Affiliation:	
Employee Category:	
Pay Grade:	Pay Grade 4
Scheduled Hours	
Job Code:	323123
Job Family:	Informations Systems/Techn

JOB SUMMARY

The Applications Programmer provides system-level support of information systems, including installation, configuration, maintenance, and support of these systems.

NATURE OF WORK

The Applications Programmer is responsible for reviewing, analyzing and occasionally modifying systems including developing, testing, debugging and installing to support the institution's information systems. Job responsibilities require a working knowledge of relational databases, web and client-server concepts, and the ability to rely on experience and judgment to plan and accomplish goals. Work is performed under limited supervision, working from established policies and objectives. Problems faced are varied, complex and occasionally ill-defined, which may require some analysis to understand. Errors could easily result in moderate costs and inconveniences within the affected area.

Distinguishing Characteristics

Examples of Duties

Essential Functions

Performs requirements analysis to gain an understanding of business needs to develop level of effort estimates, software integration design and development, testing, performing design and code reviews, and development of technical documentation.

Performs system analysis, and functional testing to troubleshoot integration production issues.

Develops high quality software code in accordance with established institutional standards and development guidelines.

Develops and prepares documents for the general design of solutions that meet system and security requirements, including the selection of alternative approaches.

Serves as liaison with users concerning requests, usage, standards, security, and other developmental and production matters.

Reviews and analyzes the effectiveness and efficiency of existing systems and develop strategies for improving or further leveraging these systems.

Develops guidelines and upgrade techniques of new operational procedures for the support of databases, hardware systems, operating systems software, network systems software, security and client server systems.

Performs other job related duties as assigned.

Performs other functions as required or assigned. Also complies with all Policies and Standards.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

<i>Education Level</i>	<i>Field of Study</i>	<i>Req</i>	<i>Pref</i>	<i>And/Or</i>
Associate's degree, or vocational or technical school degree	Computer Science or a related field	X		

Additional Experience

[Check here if experience may substitute for some of the above education and describe how.](#)

X

Work Experience

<i>Experience</i>	<i>Experience Details</i>	<i>Req</i>	<i>Pref</i>
2 year +	Directly related experience	X	

