

SYSTEMS PROGRAMMER

NATURE OF WORK IN THIS CLASS:

This is complex professional systems programming work involved in the design, programming, and maintenance of computer software and hardware. Employees in this class perform the full range of duties in systems software maintenance and evaluation and perform systems test of modified software. Employees may supervise the work of subordinate programmers and systems analysts.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Performs re-installation planning and programming for new classes software and hardware.

Designs and analyzes system software to determine optimum configuration; tunes and maintains system.

Reviews and selects software to improve the operating system.

Designs data base to ensure data integrity, control and easy access.

Programs and documents back-up; restores procedure for system failure.

Coordinates work with custom engineer and system engineer to assure operation of new software and hardware.

Analyzes system test of new or modified software, runs parallel test with production system.

Analyzes system problem to determine cause and apply program temporary fixer supplied by manufacturer.

Establishes programming standards and operating procedures standards; helps programmers determine the source of problems with their programs.

Orientates employees and supplies documentation procedure to systems analyst, programmer or operator in the use of new or modified system software and hardware.

Analyzes impacts of information on structure, management techniques, organizational relationships and strategies.

Defines systems security and control procedures.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of computer operating systems.

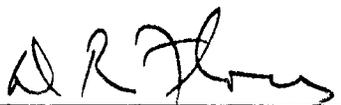
Systems Programmer

- Knowledge of computer languages such as FORTRAN, RPG II, COBOL, CICS and Assemble.
- Ability to design systems software in accordance with company specifications.
- Ability to perform program maintenance of new software systems.
- Ability to analyze and devise solutions to problems related to systems programming.
- Ability to establish programming and operating standards.
- Ability to define systems security and control procedures.
- Ability to evaluate system's needs and to adjust the present operating programming standards and procedures.
- Ability to prepare reports and maintain records.
- Ability to work effectively with the public and employees.
- Ability to communicate effectively, orally and in writing.
- Skill in computer systems programming.

MINIMUM EXPERIENCE AND TRAINING:

- a) Four years of specialized experience in application programming and systems analysis work and graduation from a recognized college or university with a Bachelor's degree in computer science, business administration, mathematics or related field; or
- b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Established: July 1980



DAVID R. FLORES, Executive Director
Civil Service Commission