

PROGRAMMER ANALYST II

NATURE OF WORK IN THIS CLASS

This is complex professional computer programming and systems analysis work, including independent work in specialized areas of the profession.

Employees often serve as team or group leader over professional and technical staff.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties listed; nor do the examples cover all the duties which may be performed.)

Designs and develops computer systems; identifies subject matter processes to be automated and organized into data systems.

Establishes the flexibility of computer application programming specifications and analyzes the existing application programs to improve or correct problems.

Develops, analyzes and writes new programs to enhance the efficiency of computer operations and meet new requirements. Develops documentation and operating instructions for computer program operations.

Monitors the operation of programs and diagnose and corrects errors in logic, coding and commands.

Gathers information from user and coordinates work efforts to ensure efficient and effective use of computer applications.

Performs related work as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of the principle operations and practices of a management information system.

Knowledge of computer systems analysis and techniques.

Knowledge of computer programming principles, techniques and practices.

Ability to apply sound judgement in analysis and organizing work processing problems for computer solutions.

Ability to prepare specifications for development of computer programs.

Ability to make decisions in accordance with appropriate program guidelines.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

MINIMUM EXPERIENCE AND TRAINING

- A) Bachelors degree in computer science and four (4) years experience in computer programming and systems analysis work; or
- B) Any equivalent combination of experience and training which provides the minimum experience and training.

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