

TITLE: Programmer Analyst, Senior

CLASSIFICATION: Classified

SALARY GRADE: C19

SCOPE OF POSITION:

Under general direction performs a variety of highly skilled, complex, and specialized technical work in the analysis, programming, testing, implementation, and maintenance of District software applications. Ensures software and computer systems comply with coding standards and best practices. Provides specialized training for end users.

DISTINGUISHING CHARACTERISTICS:

The Programmer Analyst, Senior classification is distinguished from the Programmer Analyst classification by having a comprehensive understanding of the District's software applications, services, and database with primary responsibility for a major component of the District's software applications. This classification analyzes and estimates feasibility, cost, time constraints, and compatibility of third-party vendor software with existing systems.

KEY DUTIES AND RESPONSIBILITIES:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Designs, develops, tests, and maintains desktop applications, web services and applications, and databases associated with the applications and services used.
2. Creates and maintains database enhancements and solutions. Develops conceptual data modeling solutions. Creates and maintains database queries.
3. Evaluates and analyzes end user needs and requirements to develop software solutions.
4. Develops and maintains interfaces between the District's software applications and third-party applications.
5. Assesses requirements for software and data architecture, workflow, logical processes, hardware, operating system environments, interfaces with other systems, and inputs/outputs. Develops plans and technical specifications.
6. Documents and maintains new and existing models and solutions such as data mapping, technical specifications, production support, data dictionaries, and test cases.
7. Ensures the accuracy and availability of data to the students, administration, and government reporting agencies.
8. Provides data analytics to support the use and design of applications. Identifies issues in the timely processing of data. Deploys new software development.
9. Provides technical support and assistance through delivering computer solutions, including responding to technical and procedural questions.
10. Develops and provides software training and resources for end users.
11. Serves as project lead on special projects and may serve as lead worker to Classified staff within the department.
12. Maintains current knowledge of emerging information technology trends and developments.

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KNOWLEDGE OF:

1. Principles, practices, and technologies of computer applications, programming, and systems analysis.
2. Current computer programming and database languages, operating systems and network and internet operations and technology.
3. Web accessibility tools and standards for web page development and document remediation.
4. Relevant local, state, and federal rules and regulations, programs, policies and procedures.
5. Applicable technology usage, including standard office productivity software and other appropriate technology.

ABILITY TO:

1. Assist users in troubleshooting system issues.
2. Perform technical tasks accurately and within defined deadlines.
3. Prepare written reports and maintain records of service.
4. Plan and present trainings and/or give presentations to individuals and groups.
5. Manage projects from inception to successful implementation.
6. Collaborate productively and cooperatively with individuals and groups both internally and/or externally.
7. Communicate effectively, both orally and in writing.
8. Exercise appropriate judgement in interactions with others and with work processes.
9. Interact with the public in a helpful, courteous, and professional manner.
10. Demonstrate sensitivity to, and respect for, a diverse population.

QUALIFICATIONS:

Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by the supervising administrators, in coordination with the department where the vacancy exists, if needed.)

EDUCATION:

Bachelor's degree in Computer Science, Computer Information Systems, or a closely related field of study required.

EXPERIENCE:

5+ years of experience in systems analysis and design and database administration, including proficiency with a minimum of two programming languages required.

SANTA ROSA JUNIOR COLLEGE COMMITMENT:

All classifications require a commitment to the District's Vision, Mission, Values, Goals and Objectives as articulated in the [Strategic Plan](#).