

CCC ORACLE FINANCIALS DEVELOPER

Job Code	Pay Grade
18482	150

Nature of Work

This is advanced professional and technical work with responsibility for complex information technology (IT) and management information related assignments in the Office of the Clerk of the Circuit Court (CCC). The position is responsible for assuring and providing successful technical development, design, implementation, and support of Oracle e-Business Financials software and peripherals, including Accounts Payable, Accounts Receivable, General Ledger, Fixed Assets, and Purchasing. An incumbent in this class is responsible for handling all aspects of Oracle R12 eBusiness Suite of Applications that includes Enterprise Resource Planning (ERP) software as well as handling problems relating to system modules such as General Ledger, Payroll, Accounts Payable, Accounts Receivable, Fixed Assets, and other related assignments. In addition to coordinating and administering effective management of Oracle Applications related services, the incumbent takes responsibility for specialized IT technology support for PL/SQL, SQL, SQL*Plus, TOAD, Oracle Discoverer, Oracle Applications (OA) and related areas. Duties include all aspects of System Development Life Cycle including implementation, product consulting, testing, and post program implementation, review, and support. The incumbent performs under minimal supervision and exercises wide latitude and independent judgment in completing assignments. The position reports to a senior level management official or designee.

Minimum Qualification Requirements

- 6 years of directly related experience in IT systems in an occupation evidencing skilled competency in computer programming for highly automated and advanced business processes that include competency in computer program design and analysis; or
- Associate's degree or 2 year technical school certification in directly related IT programming, management information systems, program design, business processes or directly related field plus 4 years experience as described above; or
- Bachelor's degree and 2 years experience as described above; or
- An equivalent combination of education, training, and/or experience.

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special emergency, and/or disaster situations.
- Demonstrated training, experience, and competency, in any of the following: Client-server/web-based system development tools and practices, such as, Oracle Forms/Reports/Designer, XML, Net technologies, WebLogic, Java and related technologies, Access/SQL Server/Oracle RDBMS and other specialized applications.
- Incumbent may be required to demonstrate or be officially certified in one or more specific IT functions or disciplines.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Works closely with functional staff in development and support of Oracle eBusiness Suite.
- Participates in upgrades and new implementations of eBusiness suite modules.
- Develops interfaces of Oracle eBusiness suite with other external and custom applications.
- Advises with primary database users to determine modifications.
- Designs, sizes, and installs tables within context of the database and the platform on which it operates.
- Researches data failures; develops and performs recovery strategies.
- Develops and maintains structure documentation and patch logs; formulates and enforces standards for data management.

CCC ORACLE FINANCIALS DEVELOPER (continued)

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Illustrative Tasks (continued)

- Attends and participates in professional training to stay informed on the latest changes and enhancements to Oracle applications.
- Performs duties in accordance with the client Operating Principles; works and acts as a team player in interactions with other employees; and provides a high level of customer service at all times.
- Writes computer code according to address and meet pre-approved specifications.
- Modifies and maintains existing code.
- Performs unit tests on completed patches, modifications, and enhancements.
- Documents coding changes and modifications.
- Writes operator instructions for programs completed when applicable.
- Conducts and oversees solution testing and evaluation of new versions of software products.
- Provides written recommendations regarding capability, comparability or constraints of software and/or hardware usage.
- Responds to calls for assistance with software/hardware problems.
- Assists in the review and prioritization process of change requests and new development projects.
- Provides management with timely reporting related to various financial activities.
- Represents the CCC on a variety of technical committees and sub-committees.
- Researches, recommends, and prepares software configurations.
- Assists management in short and long range planning for necessary software support services.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge and ability to work with IT Infrastructure Library Foundation functions.
- Knowledge in design and development of application interfaces.
- Knowledge of analysis and research techniques, methods, and procedures.
- Knowledge of business systems PL/SQL and Oracle Forms.
- Knowledge of methods and procedures of computer software design, development, and maintenance
- Knowledge of operating characteristics, capabilities, limitations, and the application of LANs, Wide Area Networks (WAN), personal computers, and their operating systems.
- Knowledge of software/hardware troubleshooting procedures.
- Knowledge of the principles of IT and computer science.
- Skill in communication both verbal and written.
- Ability to apply OA Framework Applications and OA Framework Personalizations.
- Ability to conduct tests, analyze test results, detect hardware/software errors, and take proper corrective steps.
- Ability to contribute toward the creation of technical solutions and application code.
- Ability to document code, technical specifications, and installation documents.
- Ability to organize and conduct meetings on technical subjects with non-technical users.
- Ability to perform functional analysis, design specifications utilizing current systems, and methodologies and tools.
- Ability to plan, design, and administer applications in functional areas such as financial applications including: Accounts Receivable, Accounts Payable, General Ledger, Fixed Assets, iExpense, and Purchasing and knowledge of how transactions flow through such systems.
- Ability to understand financial reporting requirements and to build or modify reports using current systems, methodology and tools.
- Ability to work under pressure and meet deadlines.

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Created	EEOC Code	Overtime Code
7/10	Technicians	Exempt