

CCC FINANCIALS PROGRAMMER/ANALYST 2

Job Code	Pay Grade
18826	150

Nature of Work

This is professional, advanced technical and advanced analytical work in planning, design or selection, development, maintenance and implementation and lead support of Financials e-Business software and peripherals, including Accounts Payable, Accounts Receivable, General Ledger, Fixed Assets and Purchasing. The employee in this class is responsible for providing the highest level technical support, leadership, and liaison in the functional and operational areas of the Clerk's Financials systems development and support in a multi-customer, multi-platform, multi-operating system, multi-vendor, and mission critical environment. Duties include all aspects of system development and support, concentrating on technically complex tasks which include system and business analysis, planning, design, software development, testing, implementation and post implementation support. Must be capable of assuming total responsibility for assigned systems.

Minimum Qualification Requirements

- 7 years experience in Information Technology, Management Information Systems, Computer Science, evidencing competency in programming, computer systems program design, and systems analysis; or
- Associate's Degree plus 4 years of directly related programming experience in Information Technology, Management Information Systems, Computer Science, evidencing competency in computer systems program design and systems analysis; or
- Bachelor's Degree in Information Technology, Management Information Systems, Computer Science, Engineering, Computer Systems Programming, Program Design and Systems Analysis or related field; 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.
- Hiring department may require demonstrated experience in any of the following:
 - 1} Mainframe-centric system programming and development tools and practices -- e.g., ORACLE, PL/SQL, CICS/BMS, VSAM, MVS, TSO/ISPF, JCL, EZ+, INTERTEST, MICROFOCUS, SYNCSORT, RDBMS's,
 - 2} Client-server/web-based system development tools and practices – e.g. Oracle Forms/Reports/Designer, C++, Visual Basic, XML, Visual Interdev, ASP, Net, Websphere, Java, CDPD or other WirelessTechnology, Access/SQL/Oracle RDBMS.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

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

- Writes complex computer programs according to pre-approved specifications.
- Makes approved programming changes and modifications to existing programs to transform complex business processes and procedures into programmable computer logic.
- Performs unit tests on completed programs.
- Demonstrates a high degree of technical proficiency in leading edge and established technologies, operating systems, relational database management systems, and web enabling technologies.
- Formulates project plans and schedules, including requirements, tasks, work assignments, resources and critical milestone review points for moderate to large projects.
- May work as lead in coordinating the work of less experienced information system programmer/analysts engaged in the development and installation of new and revised information system software and related program products.
- Provides recovery assistance on an on-call basis for information system failures of any type.
- Performs problem determination and provides resolution to management and customers.
- Performs unit tests on completed programs.

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Illustrative Tasks (continued)

- May supervise, coordinate, evaluate, and oversee the daily work of subordinate staff.
- Plans work solutions by interfacing personal computers, LANs, and departmental systems through local and enterprise wide communications.
- Conducts and oversees solution testing and evaluation of new versions of hardware and software products.
- Provides written recommendations to management regarding capability, comparability or constraints of software and/or hardware usage.
- Develops and supervises plans for system installations and their relocation during departmental moves.
- Responds to calls for assistance with software/hardware problems by assigning and prioritizing staff's daily workload.
- 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 Clerk on a variety of technical committees and sub-committees.
- Leads research and recommends and prepares software/hardware configurations.
- Assists management in short and long range planning for necessary software, hardware, and support services.
- Maintains contact with software and hardware vendors to coordinate complex problem determination and resolution.
- Develops, coordinates and implements training programs for Clerk's technologic and customer staff.
- Provides reports of problem and change management activity and project labor distribution to Clerk's Financials management.
- Leads reviewer and auditor of new systems during design, prior to implementation and start-up periods within the assigned systems area.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of the operating characteristics, capabilities and limitations and application of LANs (Local Area Networks), WANs (Wide Area Networks) of small, medium and large scale computer systems.
- Knowledge of operating systems, data base design and management, online transaction monitors, client-server, and web-based application tools.
- Knowledge of analysis and research techniques, methods and procedures.
- Knowledge of computer system metrics.
- Knowledge in design and development of interfaces.
- Knowledge of and demonstrated ability with financial applications including at the most complex level including: Accounts Receivable, Accounts Payable, General Ledger, Fixed Assets, Internet Expenses and Purchasing.
- Skill in project management and control.
- Skill in the programming languages utilized by the Business Technology Services Department.
- Skill in systems analysis, design procedures and techniques.
- Ability to present oral and written technical reports clearly and concisely to customer staff and management.
- Ability to perform functional and performance tests; analyze test results; detect programming errors and perform proper corrective action on large scale, multi-platform / multi-agency systems.
- Ability to organize, lead and conduct meetings on technical subjects with both technical and non-technical users.
- 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 and lead technical work groups of information systems staff.

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Created	EEOC Code	Overtime Code
8/08	Technicians	Exempt