

ORANGE COUNTY CLASS SPECIFICATION

TITLE: SENIOR PROGRAMMER **GRADE:** 11

TITLE ABBREVIATION: SR PROGRAMMER **TITLE NO.:** 6658

JURIS.CL: C **SALARY CODE:** 01 **EEO CODE:** TE **FLSA CODE:** NE

DEPARTMENT: GENERAL SERVICES

SUPERVISOR'S TITLE: PRINCIPAL SYSTEMS ANALYST

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for design, maintenance and/or adaptation of complex computer programs. The work is carried out in accordance with established policies and procedures and involves designing, verifying and testing programs in conjunction with systems personnel in assigned area. This class differs from that of Programmer by virtue of more complex programming performed. Work is performed under the general supervision of a Principal Systems Analyst and the direction of a Senior Systems Analyst with latitude for independent judgment in carrying out the details of the work. The position guides the work of Programmer and Programmer Trainee positions. May be required to work evenings and weekends. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Confers with Systems Analysts and/or user department personnel to ascertain the nature of the project, the form of source information and the form of results required and may train non-data processing personnel in relation to the project;
2. Considers problems in terms of such factors as type and extent of information to be transferred to and from storage media, variety of times to be processed and format of final output;
3. Uses designated programming languages to develop machine instructions for data manipulations; trains and assists Programmers in use of language techniques;
4. Establishes check points at regular intervals to verify the accuracy of the work in progress; provides supervisor with periodic status reports;
5. Develops and guides Programmers in the use of programming control features (e.g. data set labels, control/hash totals, edit runs, data security, program security, checkpoint/restart procedures etc.);

6. Prepares all necessary instructions for guidance of operations personnel;
7. Develops testing procedures (e.g. modular, linkage, etc.) and performs testing and debugging using compiler diagnostics, listings, test data output and dumps; guides Programmers in these activities;
8. Prepares all necessary documentation of the work for future reference in accordance with department standards including, but not limited to, printer spacing charts, data entry specifications, record layout sheets, flow charts, and operator instructions; recommends approaches or modifications to documentation procedures when necessary;
9. Modifies existing programs to take care of changes in procedures or results as required;
10. Evaluates advantages and disadvantages of vendor supplied utility programs and recommends use in projects and works with application software vendor to solve problems;
11. May prepare input and output memory layouts and block diagrams to show sequence of steps to solution of problem;
12. May operate computer and peripheral equipment and may assist in design of forms to be used as output.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the functions and operating capacity of the computer system, including peripheral devices and how they effect program development; good knowledge of the methods of logical deduction; good knowledge of multiple computer languages, including COBOL, systems and environments; good knowledge of testing and debugging procedures; good knowledge of Orange County's developed and vendor supplied program support; working knowledge of Orange County's organization, the objectives of various departments, and how the data processing operation assists them in meeting these objectives; ability to interpret and analyze systems design specifications; ability to read and interpret technical literature and changes in techniques and equipment; ability to communicate effectively orally and in writing; sound judgement; initiative; resourcefulness; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Completion of sixty (60) credits from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees and one (1) year of paid programming experience which involved writing and debugging programs utilizing multiple computer languages, including COBOL or Visual Basic; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and three (3) years of experience as outlined in (A) above.

09/12/15