Job Title	Applications Programmer Analyst, Senior	FLSA Status	Exempt
Band	PRO	Probationary Period	12 Months
Zone	9	Job Code	17410

Class Specification – Applications Programmer Analyst, Senior

Summary Statement:

The purpose of this position is to develop and modify Business and GIS software application programs of a high degree of complexity and scope, considering the computer equipment capacity and limitations, operational support needs, business requirements, and IT architecture standards. With minimal supervision, designs, configures, codes, tests, debugs, and documents custom-built software programs and interfaces. Provides expert competency to carry out or participate in problem analysis and system design preparatory to development and modification of software programs. May lead and advise other Programmer Analyst staff on operating problems of assigned software programs and provide critical review. May provide technical assistance to lower classifications. Competent to work at the highest technical level of all phases of applications programming and workflow design activities. Adheres to and reinforces all IT policies, processes, and procedures using the ITIL framework.

DISTINGUISHING CHARACTERISTICS:

This is the advanced journey level class in the Applications Programmer Analyst series. Positions at this level possess a specialized, technical, or functional expertise within the area of assignment and may exercise lead supervision over assigned lower level staff. Employees are typically assigned significant responsibilities above the journey level and often exercise independent judgment in the performance of all duties. This class is distinguished in that it performs the most complex work assigned to series and serves in a working supervisory capacity over lower level staff.

Essential Functions	Note: Regular and predictable attendance is an essential function in the performance of this job.
Time % (All below must add to 100%)	Note: Time spent on each essential function will vary based on operational needs and is only intended to be an approximation over the course of a full year.
30%	Defines software system requirements for new application systems or enhancements to existing application systems; provides expertise for possible projects and identifies feasibility and cost requirements, analyzes and identifies hardware and software needs; develops coding and workflows of complex software applications; system testing; and user training on new project implementations.
15%	Designs Business and GIS software programs and interfaces based on strategic business needs and operating models; develops and maintains strategic and technology

	roadmaps; produces models; leads development of implementation; and provides expert consultation in the development of programs.
20%	Supports software systems in production environment; troubleshoots incidents, recommend short and long term fixes, makes fixes to code and workflows, and requests the release to production. Responds to production incidents based on prioritization and service level agreements.
20%	Creates and manages spatial and non-spatial database objects to include tables, indexes, procedures, and views; designs and develops the architectural models; provides statistical and analytical analysis of data; and develops, designs, and optimizes queries for applications.
15%	Researches new Business and GIS software engineering tools, patterns, languages, and practices; develops templates using new technology to aid other developers; determines ways new technology can be used to aid in application development; and documents and trains other developers on new technology.

Competencies Required:

Human Collaboration Skills: Interactions have significant impact and may involve recommendations regarding potential policy development and implementation. Position evaluates customer satisfaction, develops cooperative associations, and utilizes resources to continuously improve customer satisfaction.
Reading: Advanced - Ability to read literature, books, reviews, scientific or technical journals, abstracts, financial reports, and/or legal documents. Ordinarily, such education is obtained at the college level or above. However, it may be obtained from experience and self-study.
Math: Intermediate - Ability to deal with system of real numbers; practical application of fractions, percentages, ratios/proportions and measurement. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.
Writing: Advanced - Ability to write business design documents, technical design documents, testing documents, reports, prepare business letters, expositions, and summaries with proper format, punctuation, spelling, and grammar, using all parts of speech. Ordinarily, such education is obtained at the college level or above. However, it may be obtained from experience and self-study.

Technical Skills Required:

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Advanced Skills and Knowledge: Work requires advanced skills and knowledge in approaches and systems, which affect the design and implementation of major programs and/or processes organization-wide. Independent judgment and decision-making abilities are necessary to apply technical skills effectively.

Relevant Background and Formal Education: Demonstrated skills, competencies, and knowledge required for this job are most often acquired through the following practical experience and level of academic education and training as suggested below.

Education: Bachelor's degree from an accredited college or university with major coursework in computer science, information management, or a related field.

Experience: Five years of full time professional experience working in an IT organization in software application development, programming, or analysis.

Certifications and Licenses: Must possess or be able to acquire the following certifications and/or licenses.

ITIL Foundations	Within 6 months of start date
Certifications required in accordance with standards established by departmental policy.	

Supervision Exercised:

Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling of work.

Supervision Received:

Receives Limited Direction: This job title normally performs the duty assignment according to his or her own judgment, requesting supervisory assistance only when necessary. Special projects are managed with little oversight and assignments may be reviewed upon completion. Performance reviewed periodically.

Fiscal Responsibility:

This job title has no budgetary/ fiscal responsibility.

Physical Demands:

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Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.

Environmental Conditions	Frequency
Primary Work Environment	Office Environment
Extreme Temperature	Never
Wetness and Humidity	Never
Respiratory Hazards	Never
Noise and Vibrations	Never
Physical Hazards	Never
Mechanical and/or Electrical Hazards	Never
Exposure to Communicable Diseases	Never

Machines, Tools, Equipment, and Work Aids: Computer, printer, copier, telephone, iPhone, iPad, and standard office equipment.

Specialized Computer Equipment and Software: Internet Explorer/Google Chrome/Mozilla, Microsoft Office Suite, Microsoft Windows, ITSM Tools, SharePoint, GIS Software, Active Directory security and provisioning.

The description above is intended to represent only the key areas of responsibilities; specific job assignments, duties, and environmental conditions will vary depending on the business need of the department and the particular assignment.

Original Date: November 2014

Revised: May 2021