

## **JOB DESCRIPTION**

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TITLE: Programmer Analyst II

DEPARTMENT: Information Technology

DATE: October 2009

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### **PURPOSE AND SUMMARY**

Constructs, tests, optimizes, deploys and supports higher level projects, applications and databases utilizing an N-tier architectural approach and web services; provides technical support services to internal / external users; analyzes proposed software applications; works with users to identify requirements and resolve problems; recommends application modifications or additions; works with various groups and IT Manager to stay abreast of company needs and technology; does related work as assigned.

### **QUALIFICATIONS**

Bachelor's degree in computer science or a related field, or a two-year degree and additional, equivalent work experience; three or more years of programming experience; excellent communication skills and the ability to work both independently and collaboratively with teams; strong analytical and problem-solving abilities; able to understand business strategy and align work with business goals, understanding applications from both a technical/programming perspective and a business point of view; excellent programming abilities in common languages and frameworks such as C#, XML, XSLT, CSS, JavaScript, HTML, AJAX, Microsoft .NET, and Microsoft SQL Server; certification in development skills (such as Microsoft Certified Professional Developer) is desired; on call 24/7 in case of failures or emergencies; thorough understanding of database theory and practice along with two or more years experience with Microsoft SQL Server;

### **REPORTING RELATIONSHIPS**

- Reports to IT Manager
- Has no supervisory responsibility

### **RESPONSIBILITIES**

Principal duties include:

1. Assists in maintaining health and functionality of existing software, both custom written code and extensions to acquired applications; supports and adheres to company selected development methodology.
2. Performs design, implementation, testing, release management and support for applications, databases, interfaces, functionality and tuning for performance.
3. Monitors application coding; provides technical expertise, guidance and mentoring to other developers; creates and analyzes reports on web activity, number of hits, traffic patterns and similar performance metrics.
4. Recommends system changes and enhancements; documents software specifications and trains users; addresses data-quality issues with users, management and customers.
5. Gathers business requirements and developing specifications for applications, web sites and databases; Analyzes organization data requirements and creates logical and physical models of data flow.
6. Identifys and facilitates issue resolution with functional and technical groups; works with quality assurance to develop software test plans.
7. Provides analysis, estimations and recommendations to management and business representatives.
8. Participates as team member in support or development teams as assigned; completes all other tasks as assigned.

### **ACCOUNTABILITIES**

1. Initiates actions that keeps themselves closely aligned with above duties, department strategy, and manager expectations in an accurate and effective manner.
2. Maintains health and functionality of existing software in an accurate and efficient manner.
3. Performs all duties in a timely manner, with an appropriate level of co-operation, quality and effectiveness.
4. Ensures technical documentation aligns with corporate standards, policies and procedures.
5. Demonstrates reliability and participates with others in a respectful and supportive manner.
6. Keeps skill set aligned with industry best practices and company technology goals professionally and effectively, actively seeks appropriate opportunities for education including reading, online tutorials, conferences, or other training as approved by manager.