

SENIOR PROGRAMMER

GENERAL STATEMENT OF DUTIES: Develops and revises application programs for internally stored programmed computers; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of a higher level employee, this class develops diagrams and specifications for application programming purposes. Incumbent must be competent to work at highest level of all technical phases of programming. Supervision may be exercised over programmers and/or clerical staff.

EXAMPLES OF WORK: (Illustrative Only)

Analyzes problems outlined by systems analysts in terms of detailed equipment requirements and capabilities;

Designs detailed machine-logic flow charting;

Verifies program logic by preparing test data for trial runs;

Tests and debugs each program; analyzes system to determine possible problem areas;

Provides appropriate documentation for each program;

Prepares user instruction programs to guide computer operators;

Assists in the installation and programming modifications of application software packages;

Uses computer applications such as spreadsheets, word processing, email, calendar and database software in the performance of the job;

Integrates databases into websites;

Evaluates and modifies existing programs to accommodate changes in system requirements;

Prepares data for display on other media (Internet, Intranet, laptops, etc.);

Assists in determining the causes of computer operation malfunction;

May be responsible for planning, developing, securing and implementing websites.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of current principles, practices, and procedures of computer programming; good knowledge of the operation, programming and use of computers, their capabilities and limitations; knowledge of business practices, systems and forms; ability to read and interpret technical literature about changes in techniques and equipment; ability to impart technical knowledge to users and staff members; ability to think logically; ability to effectively use computer applications software; sound judgment; initiative; resourcefulness; tact; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) graduation from a recognized college or university with a Bachelor's Degree which must have included 12 credits in data processing/computer science coursework and one (1) year of recent experience in programming of internally stored program computers; or (b) graduation from a 2 year post high school trade school or community college which must have included 12 credits in data processing/computer science coursework and three (3) years of recent experience as described in (a) above; (c) a satisfactory equivalent combination of the foregoing training and experience.

NOTE: Recent experience and/or training is defined as completion within the last five (5) years.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:
In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

School Districts
Towns & Villages
Cities of Rye & Peekskill
J. C.: Competitive

Job Class Code: S813 (School Districts)
0813 (Municipalities)