Programmer Analyst I

Job Code 50007597

**General Description**
Responsible for designing, coding, testing, implementing, maintaining and supporting applications software.

**Examples of Duties**
Design, code, test, implement, maintain, and support applications software.
Clarify functional specifications and develop documentation.
Evaluate impact of patch sets on custom software.
Maintain relevant data on metrics.
Conduct and communicate lessons learned.
Anticipate, identify, communicate, resolve or escalate problems and issues.
Provide 3rd/4th level support.
Respond to customer questions and concerns.
Provide consulting services to other entities.
Assist in the definition and deployment of application security elements.
Perform other duties as assigned.

**Knowledge, Skills, and Abilities**

**Knowledge of:** Customer’s needs, DBMS, CASE tools, PL1032, Java, SQL, HTML and other languages, campus network accessible services, equipment, servers, server operating systems, database interrelationships and the systems which manipulate the data, SDLC process, university’s organizational structure, complete systems design methodology.

**Skill in:** Preparing reports, letters, and proposals, effectively communicate with others, establishing rapport, motivating and directing others, analyzing user’s request, enhancing software, identifying and correlating problems, determining cause and effect relationships, prioritizing work load.

**Ability to:** Understand, interpret and retain complex technical material, policies, procedures, contracts, proposals, charts and graphs, perform intermediate math, communicate effectively, listen for understanding, make presentations, use systems analysis and design tools, complete projects, participate in change management activities, follow written trouble shooting procedures, prioritize work, multitask.
**Educational Experience**
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

**Other Requirements**