TITLE: SYSTEMS PROGRAMMER I - IV

DEFINITION: Under supervision, installs and maintains systems software programs including operating systems, data base systems, teleprocessing interfaces, and program products.

REPORTS TO: Varies

DISTINGUISHING CHARACTERISTICS:

Grade Level I - Installs and maintains the least complex systems software such as program products, operating systems, data base systems, and communications products.
Grade Level II - Installs and maintains more complex systems software.
Grade Level III - Develops project plans for implementation of complex systems software encompassing all areas of systems support.
Grade Level IV - Supervises subordinate staff and performs data base administration.

EXAMPLES OF DUTIES:

- Installs, maintains and integrates operating system software for computer processors;
- Installs and maintains data base/data communications systems;
- Defines backup and recovery procedures for all data bases and systems software products;
- Works with programming personnel in the integration of new applications into established environment;
- Diagnoses and corrects problems in systems software programs, or coordinates resolution through vendor where necessary;
- Monitors performance and capacity planning data for computer processors;
- Analyzes and recommends vendor supplies software packages;
- Installs and maintains telecommunications software;
- May direct performance and capacity planning efforts to ensure optimal system throughput;
- May assist in budget preparation;
- May select, train, evaluate, and discipline assigned personnel;
- Performs other related duties as required.

MINIMUM REQUIREMENTS:

Education equivalent to graduation from a four-year college or university with major course work in computer science, business administration, mathematics or closely-related field, and a minimum of two years of recent experience in systems design and/or
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programming in an installation using medium to large IBM or IBM compatible computers within a data base/data communications environment.

OR

Education equivalent to a two-year degree in computer science, business administration, mathematics, or related field, and a minimum of two years of experience as a Programmer Analyst, Communications Network Specialist, or a Computer Operator.

Additional related experience may be substituted for the education on a year-for-year basis.

Additional specific requirements are necessary for each position within the classification and may include one or all of the following areas:

1. Recent experience in the installation and maintenance of systems computer software in IBM 390 operating MVS/ESA with IMS/ESA and/or CICS/ESA.
2. Experience in other IBM or IBM compatible mainframes and other IBM platform-operating systems.

Ability to pass a security investigation.

HISTORY:

Established 07/01/75, Grade Levels IV-V added 07/05/80, Grade Level III deleted and Grade Levels re-titled 07/01/91, revised 10/91.

Approval/Adoption Dates: 10/11/91 - Human Resources Department
                     10/30/91 - Civil Service Commission