



PROGRAMMER / ANALYST
Office of Central and Information Services
Salary: \$66,045.00

This is a more advanced position in the programmer series with programming tasks and projects of greater scope and difficulty than those assigned to other programmers. Responsibilities may include applications development, analysis, technology evaluations, gathering design specifications and system support and documentation. Work is performed under the general supervision of a higher level employee. Supervision of others may be a function of the position.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. They are not meant to be all inclusive and do not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title. Performs necessary programming functions needed to satisfy application designs; develops and tests applications; researches new technologies to determine how they can be incorporated into systems; assists in the application design of client requests; performs analysis for projects; prepares client, system and computer operating instructions; defines database and report specifications; keeps abreast of networking and platform dependent technical issues and applies to work as necessary; applies current technology including network and platform dependent issues to solutions.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of windows and browser-based object oriented programming languages sufficient to analyze existing programs, Design new applications and integrate applications within the system; knowledge of the current principles, practices, methods, techniques and capabilities of various computer technologies, including networking, security, storage, and database and memory management; knowledge of the principles and practices of systems analysis; ability to oversee the work of others; Ability to understand and follow complex oral and written instructions; ability to keep current with technological advances and other changes in the field; Ability to present ideas clearly and concisely, both orally and in writing; ability to establish and maintain effective working relationships with departmental staff and user departments, including the ability to understand and met the user's needs; personal characteristics necessary to perform the duties of the position; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma AND:

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in data processing or a closely related field AND two (2) years of work experience directly developing business or governmental applications (i.e., payroll, accounts receivable, accounts payable, ledger, inventory, case management, etc.) which primarily involved programming in windows-based or web-based programming languages such as Visual Basic;
- OR: (B) Four (4) years of work experience as indicated in (A) above;
- OR: (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

NOTE: Training in computer science beyond the Associate's level may be substituted for the required work experience on a year-for-year basis. However, a candidate must have at least one (1) year of the work experience described above to qualify.

FINGERPRINTING: A fingerprint supported background investigation is required before an appointment is made to some positions. Pursuant to New York State Executive Law, the Division of Criminal Justice Services requires that a fee accompany each such request for a search. It is due once a job offer is made and accepted by the applicant.

For immediate consideration, submit an application on or before November 17, 2017 to:

Dutchess County Department of Human Resources
22 Market Street, Poughkeepsie, NY 12601
Phone: 845-486-2169
Website: www.dutchessny.gov
An EEO/AA Employer

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