



Programmer

Issued 1/1/04

Programmer I	PN340	Salary Sch: IP, SG 9	EEO Code: 50	FLSA: non-exempt
Programmer II	PN341	Salary Sch: IP, SG 10	EEO Code: 50	FLSA: non-exempt
Programmer – Senior	PN315	Salary Sch: IP, SG 11	EEO Code: 50	FLSA: non-exempt
Union: P&A Union, Local 1979, UAW				

Basic Purpose:

Positions in the Programmer job family are responsible for designing, writing, testing, debugging, documenting and installing application and systems programs in order to facilitate on-going enhancement and maintenance of the University's information systems. The focus of work is to accurately and timely turn programming specifications into tested working code as a means to meet customer information needs.

Essential Functions:

- Develop, test, design, document and install programs to support critical enterprise-wide projects; write conversion programs and update tables;
- Develop, install job control language to support administrative software;
- Prepare program specifications and diagrams, and develop coding logic flowcharts;
- Analyze and troubleshoot production abends and other problems; make appropriate fixes;
- Work with customers to analyze requirements and verify task results; and
- Serve as technical liaison with University IT staff and customers by translating user technical needs.

Comments (Level Descriptions):

The Programmer job family has three levels:

Programmer I

This entry level classification is designed to provide some specialized technical knowledge and assistance in the development, modification and usage of basic application programs from system specifications to facilitate the enhancement and maintenance of the University's information systems. This classification requires some programming experience and knowledge in order to design, code, test and debug basic to moderately complex application programs. Work activities demand thinking within well defined procedures and precedents under general supervision.

Programmer II

Positions in the Programmer II classification are responsible for providing career level support independently writing, testing, debugging, documenting and installing programs. Incumbents are knowledgeable in one or more programming tools, business oriented languages, and operating environments. Incumbents have knowledge and expertise in fundamental concepts, practices and procedures of a particular field of specialization in the completion of specific assignments.

Programmer – Senior

Positions in the Senior Programmer classification are responsible for writing, testing, debugging, documenting and installing programs to support critical enterprise-wide projects or administrative software. Incumbents translate user requirements into program design. This requires a proficiency and independence of action in a variety of programming tools, current business oriented languages, and operating environments.

Minimum Qualifications:

- Knowledge and experience designing, writing, testing, debugging and installing programs;
- Ability to turn program specifications into tested working code;
- Knowledge and experience with a variety of programming languages, operating systems and current business-oriented languages;
- Ability to work effectively with customers and technical staff to resolve problems; and
- Skill in oral and written communication
- Proficiency in the use of programming languages, operating systems and current business oriented languages typically acquired through formal education or equivalent direct experiences;
- Demonstrated ability to analyze customer requirements;
- Demonstrated ability to work effectively with customers and technical staff; and
- Ability to develop program specifications and diagrams and program logic flow charts.

