

Class Code:.....0755
Position #:(PTAA)...7426
7451,8245,8418
Developed by:.....
Reviewed by:.....
Approved by:.....
Date:.....8/88

UNIVERSITY OF RHODE ISLAND
Position Description

TITLE: Programmer Analyst
DIVISION: Business and Finance
REPORTS TO: Manager, Systems Development
GRADE: 10

BASIC FUNCTION:

Develop and modify computer programs and maintain existing administrative systems. Develop specifications and/or work from specifications supplied by other programmer analysts.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Define requirements for system modifications with user departments.
- Define program specifications.
- Establish systems test and evaluate results of system modifications.
- Develop new programs and modify existing programs according to specifications and department standards.
- Review program specifications to confirm logic and time estimates with project leader.
- Test programs to ensure compliance with specifications.
- Develop documentation in accordance with department standards.

OTHER DUTIES AND RESPONSIBILITIES:

- Participate in reviews of work in progress with project team.
- Assist project leader in creating test data, updating data dictionaries and other project related tasks.
- Assist in evaluating and installing software used to support administrative systems.
- Maintain proficiency in programming and job control languages and other tools used in developing administrative systems.
- Perform other duties as required.

LICENSES, TOOLS AND EQUIPMENT:

Must be proficient in the use of computer work station equipment.

ENVIRONMENTAL CONDITIONS:

The incumbent is not substantially exposed to adverse environmental conditions. This position requires 24 hour call back in cases of emergency and supervisory presence, when required, on all shifts.

QUALIFICATIONS:

Associates degree in data processing or related fields, plus one year of experience in programming administrative applications. This position requires that the incumbent be able to prepare and present detailed studies and reports to include recommendations concerning the substance of the studies and reports.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.

Class Code:.....0755
Position #:(PTAA)...7426
7451,8245,8418
Developed by:.....
Reviewed by:.....
Approved by:.....
Date:.8/88.....

□