



Career Service Authority

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Senior Information Technology Developer

GENERAL STATEMENT OF CLASS DUTIES

Performs full performance level professional systems analysis and programming work designing, developing, maintaining, and enhancing software application programs, operating systems, and databases.

DISTINGUISHING CHARACTERISTICS

The Senior IT Developer is distinguished from the *Staff IT Developer*, which performs entry level professional system analysis and programming work maintaining and enhancing software application programs, operating systems, and databases.

The Senior IT Developer is also distinguished from the *Associate IT Developer*, which performs standard level professional systems analysis and programming work developing, maintaining, and enhancing software application programs, operating systems, and databases.

Next, the Senior IT Developer is distinguished from the *Senior ERP Developer*, which performs full performance level, professional programming work to design and implement Enterprise Resource Planning (ERP) systems, including multiple operating systems and databases.

Finally, the Senior IT Developer is distinguished from the *Senior IT Systems Analyst*, which performs full performance level professional work analyzing, refining, and documenting the business requirements of City department and agency customers included in the development, implementation and production of integrated technology software systems. The Senior IT System Analyst also serves as the end-to-end authoritative technical resource on the business requirements and information needs of customer departments and agencies in all phases of the application and system development life cycles.

Guidelines, Difficulty and Decision Making Level:

Guidelines are generally but not always clearly applicable, requiring the employee to exercise judgment in selecting the most pertinent guideline, interpret precedents, adapt standard practices to differing situations, and recommend alternative actions in situations without precedent.

Duties assigned are generally complex and may be of substantial intricacy. Work assignment is performed within an established framework under general instructions but requires simultaneous coordination of assigned functions or projects in various stages of completion.

Employee is responsible for determining time, place, and sequence of actions to be taken. Unusual problems or proposed deviations from guidelines, practices, or precedents may be discussed with the supervisor before being initiated.

Level of Supervision Received and Quality Review:

Under general supervision, the employee receives assignments and is expected to carry them through to completion with substantial independence. Work is reviewed for adherence to instructions, accuracy, completeness, and conformance to standard practice or precedent. Recurring work clearly covered by guidelines may or may not be reviewed.

Interpersonal Communications and Purpose:

Contacts with the public or employees where explanatory or interpretive information is exchanged, defended, and gathered and discretion and judgment are required within the parameters of the job function.

Level of Supervision Exercised:

By position, performs lead work.

ESSENTIAL DUTIES

Leads the consultative process between users and other information technology staff to identify user problems and design new or existing systems; prepares a time line and project plan for the development or enhancement of new/existing software application programs.

Leads the analysis of user requirements, writes specifications and codes, and installs and documents software application programs.

Develops or modifies new or existing software applications programs of a high degree of complexity and scope.

Designs, develops, tests, debugs, implements, and prepares flow charts for both new and existing systems to automate end user files and records.

Integrates and implements software packages and coordinates necessary training for users.

By position, performs lead work over subordinate employees.

By position, may perform database administration duties including database organization, storage, updates, and establishment of rules relating to database security.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

MINIMUM QUALIFICATIONS

Competencies, Knowledges & Skills:

Technical Competence – Uses knowledge that is acquired through formal training or extensive on the job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Attention to Detail – Is thorough when performing work and conscientious about attending to detail.

Integrity/Honesty – Contributes to maintaining the integrity of the organization; displays high standards of ethical conduct and understands the impact of violating these standards on an organization, self, and others; is trustworthy.

Problem Solving – Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Creative Thinking – Uses imagination to develop insights into situations and applies innovative solutions to problems; designs new methods where established methods and procedures are inapplicable or are unavailable.

Reading – Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Self Management – Sets well defined and realistic personal goals; displays a high level of initiative, effort, and commitment towards completing assignments in a timely manner; works with minimal supervision; is motivated to achieve; demonstrates responsible behavior.

Interpersonal Skills – Shows understanding, friendliness, courtesy, tact, empathy, concern, and politeness to others; develops and maintains effective relationships with others; may include effectively dealing with individuals who are difficult, hostile, or distressed; relates well to people from varied backgrounds and different situations; is sensitive to cultural diversity, race, gender, disabilities, and other individual differences.

Reasoning – Identifies rules, principles, or relationships that explain facts, data, or other information; analyzed information and makes correct inferences or draws accurate conclusions.

Technology Application – Uses machines, tools, or equipment effectively; uses computers and computer applications to analyze and communicate information in the appropriate format.

Flexibility – Is open to change and new information; adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles; effectively deals with ambiguity.

Learning – Uses efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self learning and development.

Decision Making – Makes sound, well informed, and objective decisions; perceives the impact and implications of decisions; commits to action, even in uncertain situations, to accomplish organizational goals; causes change.

Teamwork – Encourages and facilitates cooperation, pride, trust, and group identity; fosters commitment and team spirit; works with others to achieve goals.

Stress Tolerance – Deals calmly and effectively with high stress situations (for example, tight deadlines, hostile individuals, emergency situations, dangerous situations).

Knowledge of information technology and data processing sufficient to be able to review program specifications, design programs, and write or modify code.

Knowledge of the principles, methods, and tools for designing, developing, and testing software in a given environment.

Knowledge of information technology systems analysis, including systems design, sufficient to be able to maintain current systems and implement new systems.

Knowledge of the principles, methods, and tools for analyzing and developing software test and evaluation procedures.

Knowledge of computer languages and their applications to enable a system to perform specific functions.

Knowledge of database function and design sufficient to be able to implement network databases.

Knowledge of supervisory theories and methods sufficient to be able to perform a variety of lead work functions.

Physical Demands:

Sitting: remaining in the normal seated position.

Lifting: raising or lowering an object from one level to another

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hands.

Fingering: picking, pinching, or otherwise working with fingers.

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Near acuity: ability to see clearly at 20 inches or less.

Repetitive motions: making frequent movements with a part of the body.

Working Environment:

Work is primarily performed in an office setting and frequently at other locations for meetings.

Work involves pressure due to multiple calls and inquiries and is subject to interruption.

Education Requirement:

Bachelor degree in Computer Science, Information Systems, Business Administration, Mathematics or a directly related field.

Experience Requirement:

Three years of professional experience in full life cycle development of business applications.

Education/Experience Equivalency:

Bachelor degree in an unrelated field plus 30 semester hours or course work in Information Technology will substitute for the educational requirement.

Additional appropriate type and level of experience may be substituted for the minimum education requirement on a one year for one year basis.

Additional appropriate type and level of education may be substituted for the minimum experience requirement on a one year for one year basis.

Licensure and/or Certification:

By position, requires a valid driver's license.

CLASS DETAIL

FLSA CODE: Exempt

ESTABLISHED DATE: 01/01/1999

ESTABLISHED BY: N/A

REVISED DATE: 02/15/2009

REVISED BY: Melissa Fisher

CLASS HISTORY: 2/2009: The class spec was put into new format; the General Statement of Duties, Essential Duties, and Minimum Qualifications were revised and updated.