DENVER
THE MILE HIGH CITY

Office of Human Resources
IT Developer Senior - CI1452

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General Statement of Duties

Performs full performance professional level systems analysis and programming work to maintain and enhance software applications, operating systems, and databases, which includes the design and development of business solutions, integration of multiple operating systems, and creates technical design specifications for operating systems and applications.

Distinguishing Characteristics

The Staff IT Developer performs entry-level professional systems analysis and programming work maintaining and enhancing software applications, operating systems, and databases, which includes mapping business processes to configure operating systems and applications.

The Associate IT Developer performs standard professional level systems analysis and programming work developing, maintaining, and enhancing software applications, operating systems, and databases, and developing solutions for business needs.

The Senior IT Developer performs full-performance professional level systems analysis and programming work to maintain and enhance software applications for multiple operating systems and databases, and maintains servers and integrating network interfaces, which includes developing solutions for business needs.

The IT Developer Specialist performs specialized and complex professional level systems analysis and programming work to maintain and enhance software applications for multiple operating systems and databases, which includes developing solutions for business needs, building and designing relational databases, data modeling, and systems architecture.

Essential Duties

Consults with end users and other information technology staff to identify problems, and develop and design improvements and integrations, which includes developing project plans to outline enhancements to new and existing software applications, operating systems, and database configurations.

Performs installation, upgrade, and maintenance of software applications, databases, middleware, and servers, which includes installing new software releases and operating systems upgrades, evaluating and installing patches, and conducting database migrations, refreshes, and restores.

Ensures the performance and reliability of enterprise operating systems by monitoring systems for high availability, load balancing, satisfactory response time, and works with other information technology professionals to resolve performance issues.

Analyzes business process flows to recommend process improvements, which includes writing test scripts and scenarios, analyzing business requirements and systems configuration capabilities, designing automation functions, and address systems issues.

Writes and modifies software programs, to including unit testing, coding, and installation, which includes diagraming and documenting improvements for use with multiple software applications, operating systems, and databases.

Works with stakeholders both internal and external to the organization to create recommendations, ensures compliance with information technology protocols, and ensures utilization of best practices with systems and applications customizations.

Researches vendor products and modules for enhancements, bug fixes and upgrades, and works with vendors to resolve systems and applications issues with delivered functionality.

Performs an impact analysis of proposed software customizations, which includes reviewing software code to determine feasibility and impact of upgrades and customizations.

Develops Cloud strategy adoption, which includes identifying applications and services that can be moved to the Cloud environment.

Identifies customer security and application access needs, which includes assisting with the development of security definitions and profiles, and maintaining security authorizations in test environments.

Participates in the creation of policies and procedures for systems and applications as part of the overall strategy to maintain enterprise operating systems governance.

Conducts studies to develops new or modifies existing systems, applications, and programs, which includes developing cost estimates and written proposals.

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

Employees may be re-deployed to work in other capacities in their own agencies or in other City agencies to support core functions of the City during a City-wide emergency declared by the Mayor.

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.

Competencies

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

Customer Service - Interacts with customers in a friendly and professional manner, works to resolve issues quickly and effectively, and is knowledgeable about products and services

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.

Written Communication – Composes, reviews, edits, and issues written materials for diverse audiences and communicates purpose in a succinct and organized manner that is appropriate for context, time, and place.

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

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

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

Technology Management - Keeps up-to-date on technological developments. Makes effective use of technology to achieve results. Ensures access to and security of technology systems.

Client Orientation – Applies quality management principles and processes for delivery of high-quality products and service(s) within a functional area, meets routine demands of internal and external customers/stakeholders, and strives for continuous improvement.

Knowledge & Skills

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

Level of Supervision Exercised

By position, performs lead work.

Education Requirement

Bachelor's Degree in Computer Science, Information Systems, Business Administration, Mathematics or a related field.

Experience Requirement

Three (3) years of professional level experience developing, modifying, and implementing operating systems, business applications, enterprise architecture design, and maintaining databases and servers.

Education & Experience Equivalency

One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education.

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid driver's license at the time of application.
By position, must obtain Criminal Justice Information Services (CJIS) clearance within the probationary period.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Pressure due to multiple calls and inquiries.
Subject to long, irregular hours.
Subject to many interruptions.

Level of Physical Demand

1-Sedentary (0-10 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Agility: Ability to move quickly and easily.
Balancing: Maintaining equilibrium.
Carrying: Transporting or moving an object.
Color vision: Ability to distinguish and identify different colors.
Crawling: Moving about in a low or crouched position.
Crouching: Positioning body downward and forward.
Depth Perception: Ability to judge distances and space relationships.
Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.
Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.
Field of Vision: Ability to sharply detect or perceive objects peripherally.
Fine Dexterity: Sufficient coordination to operate a vehicle and manipulate objects.
Fingering: Picking and pinching, through use of fingers or otherwise.
Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.
Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.
Hearing: Perceiving and comprehending the nature and direction of sounds.
Kneeling: Assuming a lowered position.
Lifting: Moving objects weighing no more than 10 pounds from one level to another.
Neck Flexion: Perceiving objects located above or below.
Oral Comprehension: Ability to discern the meaning of oral speech.
Pulling: Exerting force upon an object so that it is moving to the person.
Pushing: Exerting force upon on object so that it moves away from the person.
Reaching: Extending the hands and arms or other device in any direction.
Repetitive motions: Making frequent or continuous movements.
Sitting: Remaining in a stationary position.
Standing: Remaining in a stationary position.
Stooping: Positioning oneself low to the ground.
Talking: Communicating ideas or exchanging information.
Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.
Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.
Vision: Ability to perceive animal behavior, comprehend signs, and detect color.
Walking: Ability to move or traverse from one location to another.
Written Comprehension: Ability to discern the meaning of written words.

Background Check Requirement

Criminal Check
Education Check
Employment Verification
By position, Motor Vehicle Record
By position, must obtain Criminal Justice Information Services (CJIS) clearance within the probationary period.

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: EX-14
FLSA Code: Y
Established Date: 9/21/2018
Established By: LS
Revised Date: 11/26/2023
Revised By: JH
Class History: 7/30/2023 – Revised licensure & certification and background checks; 11/26/23 – Revised pay grade as a result of CN1796 and spec to incorporate development of operating systems, software applications, and enterprise architecture.