| | |
|---|---|
| **NASSAU COUNTY**<br>**SCHOOL DISTRICTS**<br>**CLASS SPECIFICATION** | **Title : SYSTEMS PROGRAMMER**<br>**Code: 030185 BTF**<br>**Page : 1 of 2**<br>**Competitive** |

## GENERAL STATEMENT OF DUTIES

Installs, monitors, and maintains systems software such as language processors, utility programs, and others; integrates microcomputer operations into minicomputer and mainframe environments; performs related duties as required.

## COMPLEXITY OF DUTIES

Under general supervision, the duties are technically complex and require considerable judgment.

## TYPICAL DUTIES

* 1. Monitors systems messages for possible problems or signs of pending problems in the production environment.
* 2. Diagnoses the problems and takes corrective action.
* 3. Integrates microcomputer operations into minicomputer and mainframe environment.
* 4. Updates and maintains library containing all source modules, load modules, installation programs, test programs, and information on all other programs.
* 5. Installs, evaluates, and tests systems software on a trial basis.
  6. Makes recommendations concerning purchase of new systems software.
* 7. Monitors integration tests of new and revised application programs to ensure a trouble-free implementation into the production environment.

*ESSENTIAL FUNCTIONS

## FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Thorough knowledge of the current principles, practices, and procedures of computer programming.
2. Thorough knowledge of the various application and systems programming languages required to maintain the computer's operating system and to program and modify systems software.
3. Considerable knowledge of systems programming.
4. Knowledge of telecommunication systems.
5. Knowledge of on-line communication control system.
6. Knowledge of database/data communication system.
7. Knowledge of systems analysis.
8. Ability to conduct feasibility studies.
9. Ability to analyze and resolve systems problems quickly and efficiently.
10. Ability to install, monitor, and maintain systems software products.
11. Ability to express oneself effectively, both orally and in writing.
12. Ability to establish and maintain effective working relationships with coworkers and vendors.

## MINIMUM QUALIFICATIONS
### Training and Experience
1.  Bachelor's degree from a regionally accredited or New York State registered college or university, with major course work in a computer field
    and
    Four years of satisfactory, paid experience programming for computers, including two years of systems programming;
    or
2.  Six years of satisfactory, paid experience programming for computers, including two years of systems programming
    and, either
    A.    Associate's degree from a regionally accredited or New York State registered college or university, with major course work in a computer field which includes programming;
          or
    B.    Completion of two years (60 credits) of education at a regionally accredited or New York State registered college or university, including twenty (20) credits in a computer field;
          or
    C.    Completion of a program of instruction (minimum of 300 hours) in the computer field at a commercial school registered by the New York State Department of Education or an out-of-state branch of that school.

**NOTE:** Five years of satisfactory, paid experience programming for computers, in addition to the four-year requirement, may be substituted for the college education, in (1) above.