Programmer / Analyst II

DEFINITION AND DUTIES:

Under general supervision**,** provide development, support and maintenance of computer applications and data interfaces. Troubleshoot moderately complex computer application problems to maintain or restore service or data to programs and escalate as needed to meet expected levels of service. Design, develop, test, implement, document and maintain solutions to meet users' unique needs throughout the County.

Knowledge of:

◊   Multiple programming languages such as ASP.NET MVC, C#, jQuery, LINQ, HTML, JavaScript
◊   MS Visual Studio suite
◊   MS SQL Server - database design, t-sql language, stored procedures, SQL Agent jobs
◊   MS SQL Server Integration Services
◊   MS SQL Server Reporting Services
◊   Software versioning/revision control tool such as git-TFS
◊   Web services/APIs
◊   Third-party software system support, integration
◊   English language to include grammar, spelling, sentence structure, and vocabulary and proofreading skills

Ability to:

◊   Analyze moderate to complex business problems through reason, logical thinking and weighing options
◊   Organize and coordinate projects involving systems, IT peers, vendors and users
◊   Learn, apply, and articulate departmental policies and procedures
◊   Represent Johnson County and perform duties in a professional, responsible and trustworthy manner
◊   Work independently and in team efforts
◊   Exercise good judgment, ingenuity and inventiveness in the performance of duties
◊   Learn and apply new programming techniques and tools
◊   Be detailed oriented and accurate while performing duties
◊   Follow complex oral and written instructions and established guidelines
◊   Handle multiple tasks and competing priorities
◊   Maintain confidentiality of protected information as appropriate
◊   Provide customer service that is courteous and responsive
◊   Interact effectively with persons from widely divergent backgrounds, interests and points for view
◊   Establish and maintain effective working relationship with elected officials, department heads, other co-workers, vendors, and members of the public
◊   Present technical information and explain concepts clearly, logically, in oral, written and graphical form, and in a manner understood by technical personnel, County personnel, and the general public

◊ Handle moderate levels of stress, meet deadlines and solve problems appropriate to the position
◊ Use a computer for word processing, spreadsheets, databases, presentations, email, Internet and programming
◊ Operate common office equipment such as calculator, fax machine, photocopier, multi-line telephone, scanner, computer projector and printer
◊ Have clarity of speech, hearing, and writing which permits effective communication
◊ Have sufficient vision which permits moderate to heavy production and review of a wide variety of materials in both electronic and hardcopy forms
◊ Have sufficient manual dexterity to make handwritten notations and which permits moderate to heavy use of a keyboard and mouse
◊ Stand, sit, walk, climb, balance, stoop, kneel, crouch, crawl, squat, bend, twist, reach and use a step stool or ladder as needed
◊ Lift, push, pull, and/or carry up to 35 pounds
◊ Have sufficient personal mobility to complete field work at various county facilities and other locations
◊ Occasionally work evenings and weekends

MINIMUM EDUCATION, TRAINING AND EXPERIENCE: Bachelor's degree in computer programming or related field AND three (3) years in design, programming, implementation and maintenance of complex software solutions using relational databases to include two (2) years of experience in application development in one or more of our current development languages (ASP.NET, MVC, C#, HTML, SQL Server and JavaScript) OR any equivalent combination of education and experience which provides the required knowledge, skills, and abilities.

Special requirements: Valid driver's license and insurable under County liability coverage. May also require use of personal vehicle for official business. Must pass background check.

SPECIFIC DUTIES: *To be performed satisfactorily with or without reasonable accommodation.*

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

◊ Coordinate small to medium-sized projects with end-to-end analysis, design, development, quality assurance and implementation tasks necessary to deliver custom ASP.NET applications to intranet users and users of the County website.
◊ Analyze business processes to formulate programming specifications for modification or enhancement based on interaction with and needs of end-users.
◊ Provide in-house support of third party software applications by acting as a vendor point of contact, managing new implementations/conversions, facilitating upgrades, trouble-shooting, maintaining security rights, creating custom reports and developing interfaces with other applications.
◊ Participate in research and analysis in support of users and IT peers needing to solve technical issues.
◊ Design SQL Server databases and tables used by reports, interfaces and applications.
◊ Analyze data using ad-hoc t-sql database queries and Excel spreadsheets. Create and maintain interfaces between internal and external systems using SQL Server Integration Services, web services/APIs and other available methods.
◊ Contribute to design and development of innovative strategies to improve system performance and business processes.

◊ Develop and maintain simple to complex reports using SQL Server Reporting Services with underlying SQL Server stored procedures.
◊ Thoroughly test programming modifications/enhancements to ensure accuracy, consistency, completeness and stability.
◊ Provide timely communication about issues/impending changes to supervisor, peers and users to promote a coordinated effort Perform end-to-end analysis, design, development, quality assurance and implementation tasks necessary to deliver custom ASP.NET applications to intranet users and users of the County website.
◊ Create and maintain SQL Agent jobs to perform routine functions.
◊ Regularly commit source code to version control repository.
◊ Identify, research, and learn additional tools, programming languages and frameworks to assist in performing assigned tasks.
◊ Participate in committees. Attend work-related meetings, conferences and seminars as requested.
◊ Perform duties of Programmer / Analyst I as needed.
◊ Serve as backup for routine duties of Lead Developer / DBA when needed.
◊ Answer/route phone calls and respond effectively to users.
◊ Perform all work duties and activities in accordance with Departmental and County policies, procedures, and safety practices.
◊ Attend work regularly at the designated place and time.

FLSA Status: Exempt

Pay Grade: 21

Date Established:

Date Revised: January 22, 2019

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of this job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work additional time, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at anytime and for any reason, and the Employer has a similar right.

_____   _____   _____   _____
Employee's Signature   Date   Department Head   Date

The County of Johnson is an Equal Employment Opportunity Employer. In compliance with the Americans Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.