COMPUTER PROGRAMMER

DISTINGUISHING FEATURES OF THE CLASS: An incumbent of this position has responsibility for analyzing, organizing, and preparing detailed programmed instructions involving a variety of data through the use of data processing hardware and software. The work is concerned with the study of problems, systems analyses, flow of information and adaptation for computer use, debugging of the programs and implementation. Work is performed under the general direction of higher level employee. Does related work as required.

TYPICAL WORK ACTIVITIES:

Designs and codes computer programs, documentation forms, flow charts and diagrams to adapt business or statistical operations to electronic data processing;

Prepares test data, performs testing, modifies, revises and makes corrections to the programs;

Debugs computer programs to assure completion according to pre-determined requirements;

May interface with the users to ascertain the nature of projects, the form of source information and form of results required;

Prepares input and output layouts, flow charts and diagrams for the problem solution;

Consults with supervisor or other higher level employee and reports problems and deviations affecting work load and scheduling.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of computer programming principles, techniques and concepts;

Working knowledge of the application of major types of data processing applications to accounting and statistical problems;

Working knowledge of office terminology and procedures;

Working knowledge of the operation of computer and related peripheral data processing equipment;

Working knowledge of systems analysis applicable to computer programming;

Ability to translate and adapt administrative, statistical and financial data to programs for use in a data processing operations;

Ability to follow moderately complex oral and written instructions;

Ability to learn new computer languages;

Ability to perform close, detail work.

MINIMUM QUALIFICATIONS:

A)   Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree including or supplemented by 24 credit hours in computer

science or programming courses; OR

B)   Completion of at least 60 credit hours at a regionally accredited or New York State registered college or university which shall include 12 credit hours in computer science and/or programming <u>and</u> one year of computer programming experience; OR

C)   An equivalent combination of training and experience as defined by the limits of A) and B) above.

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COMPETITIVE