

Class Concept

This is entry level technical work in developing and/or supporting applications for the business, research, and/or instructional functions of clients with a defined/limited scope. Employees are provided with documented programming specifications from senior level IT staff by which to code and work may include development of queries for reporting needs or automated data entry/corrections. Under supervision, work involves determining the logical flow of applications and developing program code. Differs from Applications Technician II by the level of supervision given and the complexity of the work assignment.

Recruitment Standards

Knowledge, Skills, and Abilities

- Working knowledge of specialty work area with demonstrated understanding of the general standards, skills, and practices associated with the specialty and the theory behind applications systems analysis and programming.
- Experience following standard operating procedures to implement routine solutions of low complexity for customer.
- Ability to develop logical flow of simple applications and to design input/output and file specifications.
- Ability to evaluate code and its functionality and recommend or make changes to improve performance of simple applications.
- Working knowledge required to devise or modify procedures to solve non-standard to medium complex problems with experience in spotting trends in reoccurring problems and assisting in developing solutions
- Ability to integrate knowledge and skills from other specialties to address work assignments.
- Demonstrated experience to think through project alternatives and help to turn ideas into outcomes and in helping develop project/solutions.
- Ability to meet user needs with minor modifications to existing solutions based on an ongoing customer service relationship. Understand customer's needs and resource limitations to provide appropriate services and demonstrated ability to establish effective working relationships.

Minimum Education and Experience

High school or General Educational Development (GED) diploma with computer-related coursework or extra-curricular computer-related experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.