MANAGER OF SYSTEMS DEVELOPMENT AND PROGRAMMING

DEPARTMENT: INFORMATION TECHNOLOGY
GRADE 51

CHARACTERISTICS OF THE CLASS:

The Manager of Systems Development and Programming is responsible for overseeing the development of systems on both mainframe and client server environments which include the design, development and implementation of business applications.

EXAMPLES OF ESSENTIAL FUNCTIONS:

1. Manage programming staff.

2. Update IT Director on projects status.

3. Assist in coordination of system/application migration to new systems.

4. Assist in hiring new personnel with correct skill-sets.

5. Assist IT Director in evaluating future projects.

6. Coordinate with Project Manager and Network Manager for all major software projects.

NOTE: The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

REQUIREMENTS:

A. Training and Experience:

Bachelor's Degree from an accredited college or university in Computer Science or related field; supplemented by two years experience in managing software projects and personnel; or an equivalent combination of training and experience.

B. Knowledge, Abilities and Skills:

Knowledge of modern programming techniques

Knowledge of Unix, Acucobol, and ITX (Galaxy)

Knowledge Microsoft Windows environment.

Knowledge of current hardware and software trends in the industry.

Ability to communicate effectively, orally and in writing and to write concise and clear reports.

Ability to understand systems from a technical as well as business perspective.

Ability to coordinate large and critical projects.

Ability to appropriately delegate and prioritize programming assignments.

C. Physical Requirements: 4

D. Environmental Requirements: 1

E. Sensory Requirements: 2, 6, 7, 8 and 9