

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Applications Systems Analyst/Programmer - Intermediate		Class Code: 001BC2
	FLSA Status: Exempt	Salary Schedule: RDS	Effective Date: 3-18-13
	Summary: Incumbent works in an agency information technology division under general supervision performing application systems analysis and programming duties and typically reports to Application Systems Analyst and Programming Supervisor or higher-level staff.		

Duties:

- Conducts thorough research, fact-finding and analysis of user needs and problems required to develop and maintain information systems of moderate complexity;
- Confers with user community to define information systems requirements and system processing needs;
- Prepares project feasibility studies;
- Prepares user requirements, functional design, physical design and other relevant system design components;
- Formulates system scope, project cost, time estimates and human resource and equipment requirements for implementation of new application software or enhancements to existing application software systems;
- Prepares detailed specifications from which application software will be written;
- Prepares and conducts system test planning;
- Designs, codes and debugs new application software programs and/or makes enhancements to existing application software programs of all levels;
- Tests and debugs new and existing application software;
- Executes task conforming to shop techniques, standards, policies and procedures;
- May use case tools and/or application development software tools;
- Provides complete documentation for new or modified information systems and/or application software programs;
- Mentors and provides guidance and training to new and lower-level staff;
- Monitors completed application software systems to ensure proper execution and performance;
- Performs related duties as required.

Job Requirements:

- Working knowledge of new systems design techniques, information technology equipment, operation and capabilities;
- Advanced knowledge of information systems design principles;
- Advanced knowledge of application development software languages;
- Advanced knowledge of policies, standards, procedures, and techniques used for application development;
- Advanced knowledge of application development software tools;
- Advanced knowledge of information technology equipment, operation, and capabilities;
- Advanced knowledge of both system and business applications and competent to work on most phases of applications systems analysis and programming activities of those systems;
- Ability to perform problem solving and analytical analysis;
- Effectively communicate both orally and in writing.

Difficulty of Work:

Incumbent uses considerable judgment in selecting the most pertinent guidelines to follow. Work is broad in scope and requires in-depth analysis of multiple variables to fit various circumstances of a medium to complex enterprise-wide system.

Responsibility:

Incumbent works closely with higher-level staff and/or management to outline general objectives and boundaries that the incumbent will follow to meet the requirements of the agency. Unusual problems or deviations from guidelines or practice are discussed with manager at the discretion of the incumbent. Work is reviewed for attainment of objectives and compliance with policy and practice.

Personal Work Relationships:

Works with agency user community and other department staff to define problems, system requirements and establish priorities and monitor progress. Incumbent works with other external business relationships necessary for delivering successful information systems. Incumbent works closely with higher-level application development staff and other technical staff to satisfactorily deliver application software systems.