Classification Specification for Unclassified Service

Title: Software Applications Developer I

Pay Scale Group: 71 D

Essential Function

Under general supervision from a designed administrator, primarily responsible for translating user system needs (systems analysis and development) into technical solutions by writing software applications, integrating systems, creating, modifying and/or supporting web-based applications. Positions in this classification typically are not involved in maintaining system software or providing hardware support as a majority function.

Characteristic Duties

Develop and maintain basic to intermediate application programs from detailed specifications;

Develop succinct, timely programming code that is logical and optimizes programming resources and meets user requirements; works with user to test and debug programs;

Write documentation to provide user support for new or modified programs and production/operations procedures;

Create web applications or solutions to support user needs and initiatives;

Maintain and support assigned systems to ensure minimal downtime and loss of productivity and service;

Evaluate and enhance the efficiency of existing programs in meeting current and future user needs;

Install new, modified or third party software releases and/or updates;

Evaluate and supplement vendor supplied documentation for third party software;

Other related duties as assigned.

Minimum Qualifications

Bachelor’s degree in Computer Science, Information Technology, Computer Engineering, or related degree; - OR- an Associate’s degree with two (2) years’ experience ; or four (4) years of basic to intermediate level computer hardware related experience. Possesses working knowledge of commonly-used concepts, practices, and procedures and contributes through support, using established processes, methods, and systems.