

Town of Manchester Position Guide

Title: Systems Programmer
Department: Information Systems
Reports To: Deputy Director

NATURE OF WORK

Under general direction, performs programming and systems implementation tasks in the information systems architecture for Town Government and the Board of Education. The position requires contact with all other members of the Information Technology community involved with Manchester's systems and participates as technical consultant, systems interface expert and development partner on application and systems development projects.

ESSENTIAL JOB FUNCTIONS

Develops, modifies, installs, tests and maintains software systems such as operating systems, language compilers, utility programs, and, when part of an application project team, may participate in establishing functional specifications for systems through Prototyping, Rapid Applications Development, Data Modeling or other application modeling techniques utilizing programming abilities.

Provides technical training and briefings to Information Systems colleagues on technologies and systems that Manchester might be or is considering for use. Maintains understanding of technologies pertinent to Manchester business and performs research on technologies that are under consideration for technology applications in Manchester business.

Makes recommendations to management of procurement of skill development strategies (i.e. technology courses, conferences, seminars, in-house training events, online Web site learning events/facilities etc.) for skill building in the Systems Programming position and the IT professional community.

May work with Web developer by assisting or taking on some of the Web programming projects or tasks when requested.

OTHER JOB FUNCTIONS

Performs other duties as assigned.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of programming in languages such as C++ or Java, Scripting languages (Python, Perl, Tel) or the scripting facilities of various Operating Systems (Windows, Linux, FreeBSD) and DBMS language facilities such as mysql, MSSQL, Oracle, MSACCESS and RAD languages specific to a System Product (e.g. Macromedia's Cold Fusion Web development language and facilities).

Systems Programmer (cont.)

Knowledge of on-line payment systems, eBusiness and eGovernment.

Knowledge in coding for hardware interfaces such as wired Ethernet.

Knowledge of TCP/IP networking to be used in programming and interfacing to networked devices such as Blue Tooth and Wifi.

Ability to develop skill in the deployment and use of technologies related to Manchester Information Systems projects through personal study and Town procured study in the programming technologies and techniques to be used in new projects requiring interfaces to existing application systems or Information Technology Architecture Elements (e.g.: I/O subsystems, DBMS, Network Application Level Interfaces, etc.).

PHYSICAL AND MENTAL EFFORT/ENVIRONMENTAL AND WORKING CONDITIONS

Able to lift objects weighing more than 20 lbs., and to sit for prolonged periods. Able to perform moderately difficult manipulative skills, simple motor skills, and tasks which require hand-eye coordination such as keyboard skills, etc.

Must be able to see objects both far and near and to read English; hear normal sounds with some background noise, distinguish voice patterns and communicate through speech, as in using a telephone.

Must be able to concentrate on moderate to fine detail with constant interruption, attend to task/function for more than 60 minutes at a time. Able to understand and relate to theories behind several related concepts and to remember multiple tasks/assignments given over long periods of time.

Ability to work in a professional manner with co-workers, supervisors, customers and the public at large.

Frequent exposure to dust, fluctuation in inside temperatures, electrical hazards and electro-magnetic radiation as in computer screens.

MINIMUM TRAINING AND EXPERIENCE

Bachelor's Degree in Computer Science, Engineering or related field. Two years experience in operating systems generation and maintenance and related software support. Suitable experience may be substituted for educational attainment if deemed appropriate by the General Manager or his designee.

The above description is illustrative. It is intended as a guide for personnel actions and must not be taken as a complete itemization of all facets of any job.