

Jurisdictional Class: Competitive  
Adopted: August 12, 1987  
Revised: January 21, 2016

**SENIOR COMPUTER PROGRAMMER**

**DISTINGUISHING FEATURES OF THE CLASS:** This position is responsible for creating and/or modifying complex computer programs. Functioning within a project team environment where detail design specifications exist, the incumbent will be responsible for the successful completion of that project within the prescribed parameters established. The work involves analyzing processes and projects proposed for computerization, systems analysis, defining end user requirements, designing, modifying, testing, debugging of programs, implementing, maintaining, and documenting appropriate software applications. An incumbent in this position operates computers and related peripheral equipment for production work on a regular basis. The incumbent may work with more than one operating system and may work with more than one programming language including Visual Basic or other object-oriented/event-driven programming languages. Work is performed under the general supervision of a higher level administrator with considerable leeway allowed for the use of independent judgment in carrying out technical details of the work. Training, supervision, and technical direction is exercised over less experienced programmers. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Meets with employees and/or department heads and analyzes business processes and projects proposed for computerization, defines end user requirements, develops process logic and flowcharts, and determines the appropriate programming solution;

Designs and modifies websites, software programs, prepares detailed programming instructions, and creates input and output forms, layouts, screens, file, and record layouts;

Analyzes communication requirements with other software applications;

Prepares sample test data, performs actual testing, and makes modifications, revisions, and corrections to software programs to ensure accuracy and compliance with end user needs;

Debugs new and modified programs to assure completion according to predetermined requirements;

Operates a computer and peripheral equipment for production work;

Supports an interface for vendor third-party software;

Performs user needs assessments and develops and performs staff training on user software applications;

Trains others in the use of new programs and software;

Prepares, revises, modifies, and updates existing software systems according to agency needs;

Creates end user manuals and writes installation scripts for software;

Diagnoses and resolves software applications problems;

Attends training and other conferences related to the position;

Oversees the successful completion of team projects within the prescribed parameters established;

Researches and recommends new technology for purchasing;

Deals with hardware and software vendors;

Attends management team meetings;

Assigns work tasks, assists in technical and procedural methods, reviews work for completeness and accuracy of less experience programmers within specific projects;

Consults with superiors and reports problems and deviations affecting workload and scheduling;

Prepares and maintains a variety of records and reports related to the work.

## Senior Computer Programmer

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Thorough knowledge of programming languages including Visual Basic or other object-oriented/event-driven languages;

Thorough knowledge of the principles and practices of analyzing business processes and designing and developing computer programs;

Thorough knowledge of computer software related to storing, manipulating, and reporting on accounting and statistical data;

Good knowledge of personal computer hardware, software, and peripheral equipment;

Good working knowledge of creating and modifying computer programs;

Good knowledge of business process analysis and design and ability to develop object-oriented computer programs;

Ability to supervise and to train others in the use of computer software;

Ability to understand and interpret complex oral instructions and written directions;

Ability to establish and maintain effective working relationships with others;

Ability to perform close, detail work involving considerable visual effort and concentration;

Ability to communicate effectively both orally and in writing.

### **MINIMUM QUALIFICATIONS:** Either:

- (a) Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's Degree, including at least twenty-four (24) credit hours in electronic data processing, computer science, computer programming, systems analysis, or related field and two (2) years of experience in computer programming; or
- (b) Graduation from a regionally accredited or New York State registered two year college with an Associate's Degree including at least eighteen (18) credit hours in electronic data processing, computer science, computer programming, system analysis, or related field and four (4) years of experience in computer programming; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.

**NOTE:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.