

COLLEGE OF CENTRAL FLORIDA

JOB DESCRIPTION

JOB TITLE: PROGRAMMER III

PAY GRADE: P-11

OVERTIME STATUS: EXEMPT

MAJOR RESPONSIBILITY:

To support end user reporting and develop complex business intelligence reports using the Cognos Impromptu, PowerPlay and other business intelligence tools.

PREREQUISITES FOR POSITION (Qualification Standards):

1. Education or training: Graduation from a two-year college with courses in Computer Science and mathematics required.
2. Years of experience in field: Associate degree with a minimum of six years experience or (with a Bachelor's degree, minimum of four years, or with a Master's degree, minimum of two years) successful work experience in computer /systems/report programming and/or system analysis in a client server/web based relational database management system (RDMS) environment required.
3. Special skills or abilities related to position: Must demonstrate good verbal and written communication skills. Experience with Cognos (or other reporting tool), SQL, C, Unix preferred. Experience with the Jenzabar CX higher education enterprise system is preferred. Experience in the Florida Community College System preferred.

ESSENTIAL JOB FUNCTIONS:

Reporting:

1. Teach end-user report generation classes.
2. Organize and support report generation users group.
3. Support end-users in their report programming.
4. Analyze general college reporting needs.
5. Assist in the design of appropriate data marts, warehouses, extracts and/or other data structures to facilitate end user reporting.
6. Create and implement appropriate data structures to facilitate end user reporting.
7. Analysis of administrative user reporting needs.
8. Programming of reports to meet user needs.
9. Test reports and obtain user approval.
10. Document purpose of reports and any special logic and place in a report documentation library

ESSENTIAL JOB FUNCTIONS (CONTINUED):

Applications:

1. Analysis of administrative user application needs.
2. Design of applications to meet user needs.
3. Programming of applications to meet user needs.
4. Development of application unit and system test plans.
5. Unit and system testing of developed and upgraded applications.
6. Documentation of developed applications according to department standards.
7. Maintain custom developed applications.

Business Process Re-engineering:

1. Analysis of administrative user business process re-engineering needs.
2. Development of re-engineered business process models.
3. Test new business process models to assure improvement.
4. Document improved business processes.
5. Implement improved business processes.

ESSENTIAL PHYSICAL SKILLS:

- Acceptable eyesight (with or without correction).
- Acceptable hearing (with or without hearing aid).
- Ability to communicate both orally and in writing.
- Ability to sit at a desk and view a display screen for extended periods of time.
- Moderate lifting and carrying.
- Walking.
- Standing.
- Sitting.

ENVIRONMENTAL CONDITIONS:

- Works inside in an office environment.

PRIMARY LOCATION OF JOB: Building 2, Ocala Campus

SUPERVISOR OF POSITION: Chief Information Officer