

Programmer, Systems

FLSA Status: Exempt

Pay Grade: 21

Job Title ID: 19353

Job Series/Job Family: Information Technology Series / Systems Services Family

Reports To

Programmer, Senior, Systems

Job Purpose

To perform installation, modification, security, analysis, planning, maintenance, performance tuning, problem determination and resolution of system software and hardware in an enterprise class environment.

Description of Duties and Tasks

Essential duties and responsibilities include the following. Other duties may be assigned.

Required

1. Responsible for providing a high level of system availability, reliability, and dependability.
2. Ensures security, reliability, and capacity of servers and performs system administration activities including preventative maintenance and problem troubleshooting and diagnosis.
3. Installs and maintains College-wide systems, troubleshoots to resolve system related problems; coordinates with relevant System Administrators regarding user support and problem resolution.
4. Monitors designated systems and takes corrective action to prevent or minimize system down time.
5. Assists with developing policies, procedures, programs, and scripts as required.
6. Assists with capacity planning and procurement of College-wide hardware and software.
7. Troubleshoots problems, conducts technology research, and coordinates with vendors as required.
8. May train personnel on new systems software and hardware changes.
9. Manages special projects in an individual capacity as well as in collaboration.
10. Keeps current with the latest technology; regularly attends technical training in order to maintain technical expertise.

Knowledge

Must possess required knowledge and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

Required

- Sun Java Enterprise Server & Identity Management System.
- Performance Management of VIO capable services.
- Voice response systems such as DirectTalk/6000.
- Enterprise backup systems such as Tivoli Storage Manager.
- Troubleshooting techniques used to resolve system related problems.
- Unix and Windows system administration.
- Enterprise class Storage Area Networks.
- Enterprise class LPAR capable hardware.
- Dynamic Logical Partitioning and Virtualization.
- Network Install Manager & Networked File Systems.

Skills

Must possess required skills and be able to explain and demonstrate, with or without reasonable

accommodations, that the essential functions of the job can be performed.

Required

- Maintaining confidentiality of work related information and materials.
- Systems administration and systems programming in an enterprise environment.
- Maintaining an established work schedule and providing on-call assistance including some nights and weekends.
- Effectively using organizational and planning skills with attention to detail and follow through.
- Ensuring system availability, dependability, and reliability.
- Effectively using interpersonal and communications skills including tact and diplomacy.
- Establishing and maintaining effective working relationships

Computer Skills**Required**

- Demonstrated proficiency using standard office software applications and query and control languages, programming, system administration, database administration, and providing technical support.

Physical Requirements**Required**

- Occasional lifting of objects up to 50 pounds
- Subject to standing, walking, sitting, bending, reaching, kneeling, pushing and pulling
- Work is primarily performed in a standard office environment

Work Experience**Required**

- Two years work experience in related field.

Education**Required**

- Bachelor's degree in computer information systems, computer science, or related field.

Licenses/Certifications**Required**

- Valid Texas Drivers License if applicable to area of specialization.

Other**Required**

- Depending on area of assignment, may include AIX/UNIX or Windows XP/2000/NT systems administration, S/370 language programming, LAN Management, web application development, or enterprise backup system experience.

Safety**Required**

- Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices.