Job Title: Systems Analyst Programmer, III

Announcement Number: #6855

Position Control Register #8610045

Bargaining Unit: 6

Grade Level: 11

Date Posted: 03/27/15

Last Day for Applying: 04/09/15

Salary Range: $1,195.81-$1,776.97

Division/Section: Administration/MIS/Chelsea

Work Schedule: Monday-Friday 8:00am-4:00pm

BASIC PURPOSE:

This position is responsible for analyzing, designing, developing, testing, implementing and maintaining, software applications. This position is also responsible for the post implementation support including incident, performance, capacity, continuity and problem management activities. The Systems Analyst/Programmer III is responsible for the preparation, and maintenance of system documentation to be used by the IT staff and user community.

The Systems Analyst/Programmer III also serves as a team lead for assigned projects, maintains and upgrades project plans and schedules and ensures IT testing is scheduled and documented.

SUPERVISION RECEIVED:

Works under the general supervision of the group supervisor. On specific IT projects may be supervised by a team lead or project manager.

SUPERVISION EXERCISED:

Exercises supervision of assigned vendor resources and IT project team.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Application Development

- Reviews application design prior to buy or build decision to ensure service levels can be met and recommend any performance enhancements prior to implementation.
• Codes, configures, implements, maintains and supports, new and upgrades to software applications (in-house and third party software) and interfaces to ensure processes and functionality of the applications comply with the organization’s requirements, processes and standards.

• Develops and maintains technical documentation for applications as follows:
  – Design Model - Description of the system design. Comprised of a variety of work products, potentially including a deployment model, an object model, a physical data model (PDM), a security threat model, a system overview document, and a user interface model.
  – Source Code – The program code for the system.
  – Regression Test Suite - Collection of test cases, and the code to run them in the appropriate order. The regression test suite will include a wide range of tests, including acceptance tests, unit tests, system tests, etc.
  – Installation Scripts - Code for installing the system into pre- and post-production environments.
  – Release Notes - Summarize the things to know pertaining to the current release of the system.
  – Operations Procedure - Procedures and supporting information to operate the system once it is in production including continuity and disaster recovery procedures.
  – Support Reference- Used by support staff, such as trouble shooting guides, contact information for the development team, which enables them to support end users.

• Responsible for developing a release package for all systems changes when transitioning to the production environments.

**Post Implementation Support**

• Supports the resolution of incidents and problems with software application functionality.

• Researches and corrects problems with the system applications code during production processing in an efficient and timely manner ensuring system recovery and integrity.

• Is available to execute and carry out IT Continuity and Disaster Recovery Plans.

• Is a Technical Member of the Change Advisory Board (CAB) as needed.

• Serves as team lead for assigned projects and updates/maintains project plans and schedules as required.

**Mentoring & Professionalism**

• Maintains professional interaction with the application development staff, user and extended IT community (i.e. project teams) to ensure adequate system functionality, promote team participation and encourage user confidence in the Application Development Staff’s quality of service.

• Provides assistance to Systems Analysts/Programmer I and II personnel ensuring that all technical design work, coding and testing are done in a manner that meets or exceeds design and testing requirements and standards.
JOB VACANCY ANNOUNCEMENT NUMBER #6855 (Continued)

SECONDARY DUTIES:

- Performs related duties as required.

MINIMUM QUALIFICATIONS:

Education and Experience:

(A) A four (4) year college program in management science, engineering management, computer science or related fields; and

(B) Five (5) to seven (7) years experience supporting enterprise wide applications as well as tier two applications.

(C) Any equivalent combination of education or experience.

Necessary Knowledge, Skills and Abilities:

(A) Extensive knowledge of programming languages, troubleshooting techniques, database structures, triggers and procedures, application server platforms, middleware and operating systems.

(B) Analytical and interpersonal skills.

(C) Written and oral communication skills.

(D) Knowledge of the following is desirable: MS .Net, J2EE, Crystal Reporting, ORACLE 11i, SQL Server and PL/SQL.

SPECIAL REQUIREMENTS:

- Information Technology Infrastructure Library (ITIL) Foundation Certification is required or the ability to obtain within 6 months.

- Formal training or certification in programming methodologies and System Development Life Cycle methodologies.

TOOLS AND EQUIPMENT USED:

Office equipment as normally associated with the use of telephone, personal computers including word processing and other software, copy and fax machines.
PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to sit and talk or hear. The employee is occasionally required to walk and stand.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and color vision, and the ability to adjust focus.

WORK ENVIRONMENT:

The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee occasionally works in various field settings and in an office environment. The employee regularly works near moving mechanical parts, and is occasionally exposed to risk of vibration.

The noise level in the work environment is very loud in field settings, moderately loud at other work locations and moderately quiet at office settings.

Applications are available online at WWW.MWRA.com or from the Human Resources Department. Completed applications must be received by the Human Resources Department on or before the closing date indicated above.

Massachusetts Water Resources Authority
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ATTN: Andrea Murphy, Employment Manager

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