

**TITLE:** APPLICATIONS PROGRAMMER  
**SECTION:** Information Systems Department  
**REPORTS TO:** Manager of Information Systems

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## **SUMMARY**

Under the general direction of the Manager of Information Systems or designate, the Applications Programmer is responsible for computer/business systems programming and integration for computer/business systems and processes. The incumbent will exercise considerable independent judgement and action.

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## **DUTIES**

1. Design, develop, troubleshoot, test, maintain, and install complex computer software programs for multi-user , web server and browser, and client/server data driven environments such as student information systems, human resources systems, finance systems, work flow systems, and messaging systems.
  2. Perform database administration functions as required.
  3. Write technical and user-level documentation for computer systems and applications; provide technical and user-level training as required.
  4. Communicate regularly with internal clients and with external organizations and individuals including school districts, government ministries, colleges, universities, consortiums, and consultants.
  5. May, on occasion, be required to perform other duties as assigned by the Manager of Information Systems.
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## **QUALIFICATIONS**

1. Bachelor's degree in a computer-related discipline plus a minimum of five years relevant experience in the following areas:
    - Two years experience programming in a Microsoft Windows environment using VB.Net (2.0 framework preferred) and writing stored procedures in T-SQL on SQL 2000/2005
    - Experience programming in an Internet Web server/browser environment using ASP.net. (Javascript and Ajax would be an asset)
    - Experience as a programmer in Microsoft Network environments
    - Experience designing and developing dynamic data-driven, web technology-based applications
    - Demonstrated strong project leadership skills.
  2. General knowledge of school based or related organization structures and their requirements.
  3. Demonstrated superior ability to evaluate complex data and information required for programming and for developing logical solutions for assigned projects.
  4. Demonstrated strong ability to establish and maintain effective working relationships with a variety of internal users and to communicate effectively.
  5. Demonstrated ability to work in a team environment
  6. Demonstrated strong ability to meet project timelines.
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