

STATE OF OHIO (DAS)CLASSIFICATION
SPECIFICATION**CLASSIFICATION SERIES**

Systems Programmer

SERIES NUMBER

6419

MAJOR AGENCIES

All Agencies

EFFECTIVE

03/23/2014

SERIES PURPOSE

The purpose of the systems programmer occupation is to maximize response time & overall system performance of mainframe computers.

JOB TITLE

Systems Programmer Supervisor 1

JOB CODE

64195

PAY GRADE

16

EFFECTIVE

07/26/1998

CLASS CONCEPT

The first supervisory level class works under general direction & requires extensive knowledge of computer science & operating systems programming in order to supervise systems programmers assigned to one unit in agency that handles much of its own systems programming somewhat independently, but in conjunction with Ohio Data Network or in agency with smaller less complex computer systems.

JOB TITLE

Systems Programmer Supervisor 2

JOB CODE

64196

PAY GRADE

17

EFFECTIVE

07/26/1998

CLASS CONCEPT

The second level supervisory class works under general direction & requires extensive knowledge of computer science & operating systems programming in order to supervise systems programmers assigned to one unit in agency that has very large, complex computer systems or responsibilities span various other customer agencies (e.g., state agencies &/or county agencies).

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY GRADE</u>
Systems Programmer Supervisor 1	64195	EX	07/26/1998	16

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Supervises systems programmers, assigned to one unit, involved in installation, testing & maintenance of operating system software on mainframe computer, in agency that handles much of its own systems programming independently, but in conjunction with Ohio Data Network or in agency with smaller, less complex computer systems, assigns & prioritizes work, trains staff, monitors & evaluates work performance, assists staff resolve difficult systems problems & develops & enforces systems programming policies, procedures & standards.

Analyzes system performance, prepares system performance & usage reports & maintains records of problems; recommends hardware & software system upgrades or enhancements to management personnel; schedules installations of new system software; documents network start-up, shut-down & operations procedures.

Installs, tests & maintains operating system software on mainframe computer; monitors security procedures; monitors computer room environment & maintenance of hardware.

Provides technical assistance to management & system users; identifies, analyzes & resolves software problems associated with teleprocessing applications; contacts vendor representatives to resolve system problems; attends management meetings &/or vendor schools.

MAJOR WORKER CHARACTERISTICS

Knowledge of supervisory principles/techniques*; employee training & development*; computer science; computer hardware & peripheral equipment; functions & capabilities of software systems; computer programming; software & related hardware systems. Ability to read & understand variety of technical material related to computer software & related hardware systems; define problems, collect data, establish facts & draw valid conclusions; communicate verbally on technical matters; more limbs/fingers easily to operate computer terminal.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Completion of undergraduate core program in computer science which included study of Assembler, REXX, Clist & COBOL languages; 3 yrs. trg. or 3 yrs exp. in software installation & maintenance of mainframe operating systems; 6 mos. trg. or 6 mos. exp. in employee training & development.

-Or 6 mos. exp. as Systems Programmer 4, 64194.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT

Not applicable.

UNUSUAL WORKING CONDITIONS

Work involves operation of computer terminal for long periods of time.

<u>JOB TITLE</u>	<u>JOB CODE</u>	<u>B. U.</u>	<u>EFFECTIVE</u>	<u>PAY GRADE</u>
Systems Programmer Supervisor 2	64196	EX	07/26/1998	17

JOB DUTIES IN ORDER OF IMPORTANCE (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Supervises systems programmers involved in installation, testing & maintenance of operating system software & other third party software on mainframe computers in agency that has very large, complex computer systems or responsibilities span in support of customer agencies (e.g., state agencies &/or county agencies), assigns & prioritizes work, trains staff, monitors & evaluates work performance, assists staff in resolving difficult systems problems, & develops & enforces systems programming policies, procedures & standards.

Determines software appropriate to specific customer requirements; analyzes system performance considering cross agency applications; prepares system performance & usage reports & maintains records of problems; recommends hardware & software systems upgrades or enhancements to management personnel; schedules installations of new operating system software & other third party software; documents network start-up, shut-down & operations procedures.

Installs, tests & maintains operating system software & other third party software on mainframe computers; monitors security procedures; monitors computer room environment & maintenance of hardware.

Provides technical assistance to management & system users whether within DAS &/or in support of customer agencies; identifies, analyzes & resolves software problems associated with teleprocessing applications; contacts vendor representatives to resolve system problems; attends management meetings &/or vendor schools.

MAJOR WORKER CHARACTERISTICS

Knowledge of supervisory principles/techniques*; employee training & development; computer science; computer hardware & peripheral equipment; functions & capabilities of software systems; computer programming software & related hardware systems. Ability to read & understand variety of technical material related to computer software & related hardware systems; define problems, collect data, establish facts & draw valid conclusions; communicate verbally on technical matters; more limbs/fingers easily to operate computer terminal.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT

Completion of undergraduate core program in computer science which included study of Assembler, REXX, Clist & COBOL languages; 42 mos. trg. or 42 mos. exp. in software installation & maintenance of mainframe operating systems; 12 mos. trg. or 12 mos. exp. in employee training & development.

-Or 18 mos. exp. as Systems Programmer 3, 64193.

-Or 12 mos. exp. as Systems Programmer 4, 64194.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT

Not applicable.

UNUSUAL WORKING CONDITIONS

Work involves operation of computer terminal for long periods of time.