OHIO CLASSIFICATION SPECIFICATION
Developed for Equal Opportunity

CLASS TITLE:	CODE:
Programmer/Analyst 2	64112C
MAJOR AGENCIES: County Offices, Universities	**JURISDICTION:** Cnty., Univ.

FUNCTION: Under direct supervision from programming/analysis supervisor, data systems supervisor, data systems manager or higher-level programmer/analyst, writes computer programs; maintains, debugs & modifies existing systems; tests systems & prepares documentation; collects, analyzes & interprets data; coordinates information between participants in system; PERFORMS RELATED DUTIES AS REQUIRED.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	35-45	Writes, according to specifications, computer programs involving high-level language (e.g., COBOL, MACRO) including file layouts, reports formats, flow charts & operator instructions.	Knowledge of (1) computer programming techniques, (2) office practices & procedures*, (3) government structure & process*, (4) computer handware application; skill in (5) computer programming, (6) use of high-level programming language (e.g., COBOL, MACRO); ability to (7) write instructions & specifications concerning proper use of machinery, (8) gather, collate & classify information according to established method, (9) interpret variety of technical material, (10) cooperate with co-workers on group projects.
2	20-30	Maintains, debugs & modifies existing programs according to specifications.	Knowledge of 1, 2*, 4; skill in 5, 6; ability to 8, 9, 10.
3	10-20	Tests computer programs; prepares test data to be used for verification studies; prepares program related documentation (e.g., documents system flow & file layouts).	Knowledge of 1, 2*, 4; skill in 5, 6; ability to 7, 8, 9, 10.
4	5-15	Assists in collecting, analyzing & interpreting data to be used by computer programs; analyzes types of surveys for mathematical survey computations requiring computer solutions; reviews quality & quantity of input data.	Knowledge of 1, 2*, 4; skill in 5, 6; ability to 8, 9, (11) collect data, establish facts & draw valid conclusions.

(68) 123.1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* 3 courses in computer programming techniques (or 3 mos. exp.); 3 courses in computer hardware application (or 3 mos. exp.); 300 hrs. training in computer programming (or 3 mos. exp.); 300 hrs. training in high level level programming language (e.g., COBOL, MACRO) (or 3 mos. exp.); or equivalent.

TRAINING & DEVELOPMENT: Vendor & on-job training.

NEW AUG 0 2 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Programmer/Analyst 2	CODE: 64112 C
FUNCTION:	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

-PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
5	5-15	Coordinates all phases of production activity for one or more systems; provides communication on status of input & output reports within agency; responds to inquiries from users; attends classes as necessary.	Knowledge of 1, 2*, 3*, 4; skill in 5, 6; ability to 9, (12) handle routine inquiries & contacts.

(685)

1231-717

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*	TRAINING & DEVELOPMENT: