OHIO CLASSIFICATION SPECIFICATION
Developed for Equal Opportunity

CLASS TITLE:	CODE:
Programmer/Analyst 4	64114C
MAJOR AGENCIES: County Offices, Universities	JURISDICTION: Cnty., Univ.

AUG 0 2 1987

FUNCTION: Under general supervision from programming/analysis supervisor, data systems supervisor, data systems manager, systems analyst or higher-level programmer/analyst, functions as team leader of programmer/analysts in development of large or complex computer applications; assists in analyzing needs & designing programs for specialized applications; maintains user contacts;

-PERFORMS RELATED DUTIES AS REQUIRED.

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	55-75	On project basis, leads team of programmer/analysts in developing, writing & maintaining large or complex computer application systems (i.e., usually not more than 4000 source statements) involving low-level language (e.g., assembly, machine) or combination of computer languages, & requiring specialized programming skill (e.g., teleprocessing, optical scanning, mathematical modeling applications) to include coding, flow charting, block diagramming & other related documentation; controls testing, error correction & program conversion.	Knowledge of (1) computer programming techniques, (2) office practices & procedures, (3) government structure & process, (4) computer hardware application, (5) operation of computers & peripheral equipment; skill in (6) computer programming, (7) use of low-level programming language (e.g., assembly, machine); ability to (8) interpret extensive variety of technical material, (9) deal with non-verbal symbols, (10) deal with variety of variables & determine specific course of action, (11) write instructions & specifications, (12) gather, collate & classify information about data, (13) cooperate with co-workers on group projects.
2	15-35	Assists in analyzing user needs; designs programs for specialized applications; writes technical reports on project status, makes equipment recommendations, performs feasibility studies & does time & cost estimates.	Knowledge of 1, 2, 4, 5; skill in 6, 7; ability to 8, 9, 10, 11, 12, (14) use statistical analysis.

(688)

123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*	TRAINING & DEVELOPMENT:
Occasionally on call 24 hrs., 7 days per week.	6 courses in computer programming techniques (or 6 mos. exp.); 6 courses in office practices & procedures (or 6 mos. exp.); 3 courses in computer hardware application (or 3 mos. exp.); 3 courses in operation of computers & peripheral equipment (or 3 mos. exp.); 1 course in government structure & process (or 1 mo. exp.); 1 course (Cont)	

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FUNCTION:

- PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
3	7-13	Establishes & maintains frequent user contact to determine programming needs, possible applications & program effectiveness; acts as account representative to user agencies (i.e., education & training, system design & application, idea conception) as related to specific projects; provides technical assistance to users & lower-level programmer/analysts; responds to governmental & public inquiries.	Knowledge of 1, 2, 3; ability to 8, 10, 14, (15) collect data, define problems, establish facts & draw valid conclusions, (16) handle sensitive inquiries & contacts with government & public officials.

(689)

123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* (Cont) in statistical analysis (or 1 mo. exp.); 300 hrs. training in computer programming (or 3 mos. exp.); 300 hrs. training in use of low-level programming language (e.g., assembly, machine); or equivalent.	TRAINING & DEVELOPMENT: