



DALLAS COUNTY JOB DESCRIPTION

Job Title:	Senior Programmer	Job Code:	7000600	Job Grade:	LM
Reports To:	Assistant Chief	Pos. No:	Various	FLSA Code:	E
Department:	Information Technology Services	Loc. Code:	2010001	SIC Code:	9311
				WC Code:	8810
Division:		CS Code:	C	EEO Code:	C01

Summary of Functions: Analyzes, designs and develops custom applications in a Microsoft.Net environment. Designs, develops, tests, documents and implements new web-based applications and converts/upgrades, tests, documents, and implements existing applications to web-based applications for a centralized web-based management support system. Troubleshoots client/server applications and program.

Management Scope: May lead and direct the work of others.

Duties and Responsibilities:	% of Time	Essential Non-essential
1. Designs, programs, tests and implements computerized information processing systems; and analyzes, designs and develops custom applications in a Microsoft .Net environment.	35	E
2. Develops new systems based on requirements and user specifications.	20	E
3. Provides technical assistance to end-users identifying requirements and system solution areas; and trains and provides end-users with systems specifications and instructions.	10	E
4. Drafts system documentation, specifications and programming project status reports.	10	E
5. Coordinates with other divisions to ensure efficient, effective and quality delivery and operation of technology system solutions.	10	E
6. Analyzes and evaluates information processing systems to identify better business solutions; and designs system enhancements and other alternatives to existing methods of business processes.	10	E
7. Performs other duties as assigned.	05	N

Minimum Qualifications:

Education, Experience and Training:

Education and experience equivalent to a Bachelor’s degree from an accredited college or university in Computer Science, Management Information Systems, Mathematics, Engineering, or in a technical job related field of study. Five (5) years of work related experience in developing and coding computer systems, to include three (3) years of preferred experience working with Microsoft Visual Basic for Applications (current version).

Special Requirements/Knowledge, Skills & Abilities:

Must have worked in formal testing environments. Demonstrated ability to troubleshoot performance and interoperability problems between desktop applications, servers and databases. Knowledge of Visual Studio .NET Professional or Enterprise Architect (current version); Knowledge of Microsoft Visual Basic Scripting and Visual Basic Script Host; Knowledge of Active X controls, Object-oriented programming, SQL, Access and ODBC programming tools at the DBO level. Ability to develop Web pages incorporating interactive elements using VBScript, XML or Active, and develop user interfaces using SQL Report Generating Services. Skilled in the use of standard software applications. Knowledge of Internet infrastructure. Must be familiar with Internet development using Microsoft technology (Asp .NET, SQL Server, etc). Ability to effectively communicate both verbally and in writing, and establish and maintain effective working relationships with employees, departments and the general public. Must possess a valid Texas driver’s license, with a good driving record. Must pass a background investigation. Required to be on call at all times.

Physical/Environmental Requirements:

Standard office environment. Ability to lift and carry up to 25 lbs. unassisted.

Hay Points/Point Factor:

KH: FI2 304 pts, PS: F4 (57%) 175 pts, AC: F2C 152 pts, TTL: 631 pts, KH/PS/AC: 48-28-24, Profile: -1

Supervisor Signature _____

Date _____

Reviewed by Human Resources/Civil Service on _____

Date 05/06

Approved by Civil Service Commission on _____

Date 05/06

This job description shows typical requirements of a position within this classification. This description is not intended to be all-inclusive. Individual positions may vary slightly in functions, job dimensions and requirements. Any percentage of time included on each function is only an estimate and may change depending on the specific departmental tasks. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodation.