Leon County Public Schools
Classification Specification

Salary Grade 27

Summary Information:

Classification Title: Systems Programmer **Date Prepared:** 4/2003

FLSA Status: Exempt

Typical Decisions and Recommendations Provided to Others:

This position requires the regular exercis e of independent discretion and judgment within defined policy parameters in area of specialty. Work follows specific procedures, however the incumbent may determine priorities, organize own work and occasionally make exceptions to procedures.

Activity Identification

Activity Name

632	System Maintenance	Maintain existing data processing systems and programs. Maintain system and program documentation.
655	Systems Assessment	Research, evaluate, and recommend changes in hardware, software, data communications, and techniques that contribute to more effective automated systems capabilities.
633	System Trouble Shooting	Work to resolve various system errors or failures. Involves identifying system problems and implementing corrective actions. Problems addressed include hardware, software, and procedure.
635	Programming	Code data processing programs and systems.
650	Data Processing Security/Control	Develop and administer data processing security systems and procedures. Includes security systems for both physical access to data processing facilities and access to data/programs.
642	Telecommunication Systems Trouble Shooting	Work with users to resolve telecommunication system errors or failures. Involves identifying problems and imp lementing corrective actions. Problems addressed include hardware, software, and procedure.
654	Disaster Recovery Planning	Develop, maintain and/or administer the data processing disaster recovery plan.
656	Assistance to Users - Student Services	Work with users of student (i.e., educational) services applications to implement systems. Answer questions on an ongoing basis.
657	Assistance to Users - Business Services	Work with users of business services applications to implement systems. Answer questions on an ongoing basis.
636	Testing	Test data processing programs and systems.

Activity Name (Continued)		
651	Tape Library	Control and secure source and object code tape libraries.
649	Data Processing Training	Train users in the operation of new or modified systems and programs.
999	Assigned Duties	Perform other duties as assigned.

General Classification Specification Factors:

Education/Experience: B.A. or B.S. Degree with major course work in one of the computer sciences or in management information systems with three years related experience; or
A.A. Degree with major course work in computer science or management information systems with five years related experience; or
Vocational training (720 hours) of study from a vocational-technical school or accredited community college in an area of data processing (excluding computer operations and data entry) with six years related experience; or
High School Diploma or equivalent with seven years related experience.

Supervisory Responsibility: None

Type of Supervision: N/A

Effective Date: 7/1/2003