

JOB DESCRIPTION

Class	SYSTEMS PROGRAMMER II (1455)
Division	Retirement Plan Office
Number of vacancies	1

Monthly Salary: \$9,465.60 - \$11,758.92

The Retirement Plan Office (RPO) intends to fill one Systems Programmer position in the Systems Integration Section. This position reports to a Systems Programmer III. A 5/40 and 9/80 work schedule is available (Monday through Friday), with a regular work shift that cannot start earlier than 6:30 a.m. (an end time of 4:15 p.m. may be required). The work location is Room 357 of the John Ferraro Building (JFB).

The selection process may consist of an interview, performance test, and review of a candidate's work history (includes, but not limited to attendance and any pending disciplinary actions). Due consideration will be given to previous experience and attendance. A valid California Class C Driver's License is required and must be maintained during the course of employment

THE DUTIES OF THE POSITION MAY INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- Install, configure, maintain, modify, fine-tune, and monitor both operating system and application servers as needed to maintain the Integrated Pension System and Retirement Information System. This includes Windows 2008 and 2012 Servers, Tomcat Application Servers, Oracle Application Servers, and BI Publisher Report Servers. Write systems interface programs to integrate and communicate between different systems such as mainframe to Unix, personal computers to Unix, and Java to LDAP/Active Directory authentication. Maintain a set of complex system control software over a TCP/IP network to operate all Retirement Office applications. Some scripting and programming knowledge in PL/SQL, Unix Korn Shell, and Windows batch scripts.
- Interact with Retirement Plan Office management and staff to determine system requirements and specifications; provide technical assistance and guidance to Information Technology personnel, users, and stakeholders; prepare functional and technical requirements.
- Interact with other Divisions in the implementation of the new retirement system requirements; write user manuals and design, coordinate, and conduct training programs.
- Prepare system and project documentation. Assist supervisor in planning, recommend, and coordinate project activities.
- Guide and train employees in all technical work listed above.
- Performs related duties as needed

CANDIDATES FOR THESE POSITIONS WILL BE EVALUATED FOR JOB RELATED CRITERIA, WHICH MAY INCLUDE, BUT ARE NOT LIMITED TO SKILLS, KNOWLEDGE, AND ABILITIES ASSOCIATED WITH:

- Experience installing, upgrading, maintaining, and configuring the Oracle Application Server and the Tomcat Application Server
- Strong interpersonal skills in dealing with the user community and project team
- Strong ability in problem solving to analyze and develop technical and business solutions
- Ability in development of system interfaces for data exchange between systems and security authorization to Active Directory
- Knowledge of Database Management systems
- Ability to communicate clearly, effectively, and tactfully both orally and in writing
- Ability to make professional presentations and conduct training classes
- Knowledge and experience related to supervision
- Ability to work independently, as well as with other individuals at various levels, both inside and outside the Department.
- Knowledge of Department administrative policies, procedures and working rules
- Knowledge of Equal Employment Opportunity laws, principles, and practices
- Ability to show discretion and work with confidential documents
- Ability to be flexible and handle a variety of assignments
- Ability to conduct a multi-tiered application analysis