



## Sr App Systems Analyst

### J o b D e s c r i p t i o n

<b>JOB INFORMATION</b>	
<i>Job Title:</i>	Sr App Systems Analyst
<i>Auburn Title:</i>	
<i>Job Code:</i>	MA28
<i>FLSA Classification:</i>	Exempt
<i>Salary Grade:</i>	IT08 \$59,900 - \$107,800
<i>Organizational use restricted to the following divisions:</i>	
<b>JOB FAMILY AND FUNCTION</b>	
<i>Job Family:</i>	Information Technology
<i>Job Function:</i>	Applications Development
<i>Family Description</i>	
<p>This job family manages or performs work associated with analysis, design, implementation, operation, deployment, and support of the organization's information technology resources (including computer hardware, operating systems, communications, software applications, data processing and security), telecommunication systems, and software/database products by internal staff, outsourcing staff, or consultants. Activities include developing information technology strategies, policies and plans; maintenance and use of information technology resources; training and supporting technology users; telecommunications network planning, operations and site acquisition; programming software/database products for sale to external customers; developing PC, online, and mobile games; and internet product management &amp; operations.</p>	
<i>Function Description</i>	
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<b>JOB SUMMARY</b>	
<p>Under minimal supervision, serves as a technical lead and often as a business expert assisting clients in defining needs and formulates and defines system scope and objectives needed to fit those needs. Monitors, defines, creates, and modifies procedures to solve highly complex and/or unprecedented problems considering resource capacity and limitations, operating time, and form of desired results. Responsible for program design, coding, testing, debugging, and documentation.</p>	
<b>KEY RESPONSIBILITIES</b>	
	<i>% TIME</i>
<ul style="list-style-type: none"> <li>Reviews, modifies, and writes complex program code and comprehensive application systems for the implementation of business requirements. Provides technical oversight and coordination for coding in accordance with best practices for associated programming languages, applications, and/or systems.</li> </ul>	15%
<ul style="list-style-type: none"> <li>Provides technical oversight for the application of and compliance with technical standards such as code reviews, unit testing, and security reviews.</li> </ul>	15%
<ul style="list-style-type: none"> <li>Prepares and reviews detailed specifications from which programs will be written in order to ensure compliance with business and technical requirements.</li> </ul>	10%
<ul style="list-style-type: none"> <li>Plans, leads, and implements the program design, coding, testing, debugging, documentation, and/or support of application software.</li> </ul>	10%

<ul style="list-style-type: none"> <li>Coordinates and participates in the evaluation of software products and programming languages. Makes recommendations based on the evaluation of software products and programming languages for their applicability to the system or project.</li> </ul>	10%
<ul style="list-style-type: none"> <li>Conducts quality assurance reviews to ensure that programs, applications, and systems meet business and technical requirements. Provides work guidance to other staff members.</li> </ul>	10%
<ul style="list-style-type: none"> <li>May lead the work of other Applications Systems personnel or assigned project team members.</li> </ul>	10%
<ul style="list-style-type: none"> <li>May perform other related duties as assigned by the IT Manager.</li> </ul>	10%
<ul style="list-style-type: none"> <li>May serve as a lead within the team, coordinating the work of others and serving as the primary contact.</li> </ul>	10%

The above key responsibilities are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position and the percent of time spent on each duty varies based on department needs.

**MINIMUM QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform the minimum requirements listed below. The requirements listed below are representative of the skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the key responsibilities.

Minimum Education and Experience					
Education Level	Field of Study		Years of Experience	Area of Experience	
Bachelor's Degree	No specific discipline. Master's degree in related field preferred.		6	Relevant IT experience to include increasingly complex business programming in a business or university setting.	

Minimum Skills and Abilities		
Description	Proficiency	
Advanced proficiency in programming languages, such as SQL, JAVA, and HTML.		
Knowledge of software development lifecycle processes and database designs.		
Ability to explain technical information to a non-technical audience.		
Knowledge of word processing and spreadsheet applications.		

Minimum Technology		
Technology	Technology Details	
Microsoft Office		
Strong technical aptitude and computer skills.		
Computer coding languages and development environment technology dependent on specific project.		

Minimum Licenses and Certifications			
Licenses/Certifications	Licenses/Certification Details	Time Frame	
None required.			

Approved 11/10/2019  
Date: