Senior Systems Analyst

Bargaining Unit: Alameda County Management Employees Association

SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA
Established Date: Sep 1, 1998
Revision Date: Feb 3, 2009

SALARY RANGE

SEE SALARY SCHEDULE

JOB DESCRIPTION:

JOB DEFINITION

Under direction, to develop new software applications or enhance existing applications and to perform other related duties as assigned.

DISTINGUISHING FEATURES

The Senior Systems Analyst researches and diagnoses the more complex application problems requiring a more in-depth knowledge and/or leads the work of analysts and developers on large assignments. The Senior Systems Analyst set design and programming standards. Systems Analysts usually are responsible for researching specific application problems and work on the development of subsystems.

EXAMPLES OF DUTIES:

NOTE: The following are duties performed by employees in this classification; however, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all listed duties.

1. Schedules, coordinates and leads systems analysts and developers in designing, analyzing and constructing new applications; develops work plans and work schedules; trains and assists in the evaluating the performance of staff.

2. Estimates the effort and cost required to build specific business functions; establishes design and coding standards for developers; prepares specifications for developers; prepares and enforces test plans; develops procedures for using the system and system maintenance; manages changes to control tables.

3. Designs and develops computer systems; gathers user requirements through interviews, group discussions and examination of existing office procedures; produces requirement documents detailing business functions to be automated; models business functions using graphics-like object models, data flow diagrams or function/decomposition diagrams.

4. Identifies all the data input, output and performance requirements for each business function; identifies all the data elements required to support each business function and organize these data elements into a database model; organizes business functions into program modules and writes detailed specifications for construction.

5. Produces design documents that detail the layout of user views as well as the internal system structures required to produce the views.

6. Researches problem reports and requests for systems enhancements; discusses enhancements with the systems architect to determine changes to the object or data model required; designs services and code corrections to reported problems; designs and codes services needed to implement new system enhancements.

7. Defines testing scenarios for sub-systems; conducts program and sub-system testing.

8. Assists in the development of class, object and coding standards.

9. Participates in the evaluation of new development tools and equipment.

10. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Education:

Graduation from college with a Bachelor's degree in computer science or a related field.

<u>And</u>

Experience:

The equivalent to two years of experience building, implementing, and maintaining new systems using relational databases and other technologies and tools similar to Court applications.

KNOWLEDGE AND ABILITIES:

Knowledge of different application development methodologies; application development process; object oriented analysis and design; project management principles; distributed processing; relational data base concepts; principles and methods of systems analysis and

program design; related programming language; different data organization and access methods; tools and technologies used in Court applications.

Ability to work independently and as a member of a team; work under pressure and meet deadlines; analyze and resolve Court application needs and problems; communicate on technical issues with individuals with varying degrees of computer familiarity; provide written documentation of application design and technical procedures; translate change requests into technical constructs that define design for developers; establish and maintain working relationships with staff, judges and court personnel.

CLASSIFICATION HISTORY:

Date established: 9/98
Date revised: 1/01