

Sam Houston State University Human Resources

Staff Classification Description – Programmer Analyst I

Skill Category: Professional
Position (Employee) Class: 3N483 (E1)
Grade: 14
Date: 11/2014

Department: Computer Services

Educational & Experience Requirement: Bachelor's degree with a major in computer science or related field from an accredited institution. One year relevant experience. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

Nature & Purpose of Position: Provides skilled analysis of information system requirements, develops or modifies information system designs, tests and debugs existing programs, and produces programs that implement those designs.

Supervision Given & Received: Works under general supervision and may supervise student employees.

Primary Responsibilities: Codes, documents, tests, and debugs programs. Designs and implement minor system changes using third and fourth generation languages, client/server, Extensible Markup Language (XML), web scripting, and database technology to build systems. Assists in writing and maintaining specifications. Assists in leading team projects. Performs other related duties as assigned.

Other Specifications: Requires a demonstrated ability to establish congenial work relationships and to communicate effectively within department, workgroup, as well as other University departments. Implements complex policies affecting the departmental level. Work requires a moderate level of judgment and reasoning to solve problems. Work requires attention to detail as errors may be serious.

This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.

Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.

Sam Houston State University is Committed to Equal Opportunity in Employment and Education.