

## Sam Houston State University Human Resources

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### Staff Classification Description – Programmer Analyst IV

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**Skill Category:** Professional  
**Position (Employee) Class:** 3N486 (E1)  
**Grade:** 20  
**Date:** 11/2015

**Department:** Computer Services

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

**Nature & Purpose of Position:** Provides advanced skilled analysis of information system requirements, develops or modifies information system designs, tests and debugs existing programs, and produces programs that implement those designs. Performs advanced programming and/or managerial work.

**Supervision Given & Received:** Works under minimum direction and supervises student and full-time employees.

**Primary Responsibilities:** Develops standards and procedures for programming staff. Writes and maintains specifications. Codes, documents, tests, and debugs programs. Designs and implements complex system changes using third and fourth generation languages, client server, XML, web scripting, and/or database technology to build systems. Performs systems analysis and computer programming with special skills in Visual Basic and browser based development. Develops Structured Query Language (SQL) commands. Trains others. Performs other related duties as assigned.

**Other Specifications:** Requires a demonstrated ability to establish congenial work relationships and to communicate effectively within department or workgroup, throughout university with professional or managerial staff, and with outside vendors. Interprets and implements complex policies affecting the department or university level. Work requires critical judgment, a high level of initiative, and complex reasoning to solve division and university problems. Work requires attention to detail as errors will be potentially 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.**