
FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Technical

Class Series: Data Processing

Grid: MB25

Class Title: Programmer/Systems Analyst II

I. Level Definition

Positions at this level develop and maintain electronic data processing system applications by conducting systems analyses and/or writing computer programs.

II. Typical Duties

1. Conducts feasibility studies for computerization by determining user department requirements, examining and identifying problems with existing systems and recommending modifications to and/or new systems; provides details of estimated implementation costs including associated staffing requirements.
2. Develops specifications for new and revised systems by:
 - a) gathering detailed information from user departments;
 - b) developing and documenting systems and procedures by designing forms, preparing flow charts and detailing hardware and software specifications; and
 - c) preparing detailed implementation plans.
3. Monitors implementation of new and revised applications; co-ordinates program testing and takes action to correct any faults.
4. Codes new programs and changes to existing programs from specifications; tests, modifies and maintains programs; operates on-line terminals, remote job entry consoles and/or peripheral equipment as required.
5. Under close supervision, develops and maintains complex computerized systems and programs such as integrated systems, which impact several functional areas within a facility, and operating systems programming.
6. Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Graduation from a recognized degree or diploma program in Computer Science, two years' recent related experience or an equivalent combination of education, training and experience.

(2) Skills and Abilities

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to organize work.
- (v) Ability to operate related equipment.