

Senior Computer Programmer - Job Standards

Job Standards include: (Note: this is a representative list only - complete list provided with purchase)

KNOWLEDGE OF WORK:

Understands how the entire computer system operates; input/output functions, report generation, maintenance, and backup, and can required implement programming changes within reasonable time frames
Can develop and design software programs using contemporary programming software and programming language
Understands the complex relationship between computer vendor, support services, and in-house operation and effectively utilizes support to maintain computer operation, rather than reprogramming independently
Is computer literate; knows how to achieve results with minimum of supervision
Knows when commercial product is sufficient to organization needs as opposed to designing and developing a customized product or programming change

QUALITY OF WORK:

Works with others in creating design specifications in advance of program changes to ensure users needs have been met, software configuration is accurately described, and task is possible to accomplish within timeframe, budget and hardware/software limitations
Analyzes software/hardware operations to ensure maximum utilization and minimum inconvenience for users
Documents all programming work and system analyses to ensure adequate audit trail for others to follow

QUANTITY OF WORK:

Analyzes the more complex system's operation for conformity to established protocols; defines glitches and corrects defects in accordance with established standards
Writes programming details, prepares implementation schedule, and completes programming tasks in a timely manner, within budget
Samples data processing functions from time to time to verify ease and usefulness of functions, program features, operational defects, and opportunities for improvement
Tests various functions for speed, accuracy, and appropriateness to desired objectives
Maintains log of all programming work performed to provide detailed, line-by-line audit trail of all programming language, interrelationships with other functions, additions of dll's, and other specifications that have been included in each program and function

PLANNING AND ORGANIZATION:

Prepares a full and detailed schedule of all programming projects (i.e., start and completion dates, impact on current users, training period, conversion, etc.) before commencing them
Advises all users in advance of plans to ensure optimum cooperation and preparation (i.e., conversions and software upgrades)
Maintains an orderly work area and documentation system; a place for everything and everything in its place
Designs implementation schedule to maximize effectiveness, productivity, and efficiency