

The University of Akron
Classification Specification

Job Title:	Applications Programmer	Job Code:	T43311
Job Function:	Staff	Grade:	217
Job Family:	Classified	FLSA:	Non-Exempt
SOC Description:	3000 Information Technology Division	Date:	1/1/04;7/11/00

Job Summary:

Uses computer applications with direction from project manager to provide reliable data to the campus community, external individuals and organizations. Perform computer programming duties and provide technical assistance while maintaining the University's Information Systems.

Essential Functions:

55% Under the direction of the project manager, design, code and implement new computer programs and prepare detailed programming specifications.

20% Maintain existing computer programs, applications and program documentation to promote compliance with department standards. Manage computer files and the information system operations.

10% Collect and distribute data to departments to provide assistance in their decision-making process.

10% Investigate system difficulties and identify the nature and scope of computer problems for the purpose of determining and implementing effective solutions.

5% Provide technical assistance to the campus community while responding to inquiries from external users and managing requests for data and general information.

Education:

Requires 18 months of education or training beyond high school.

Licenses/Certifications/Requirements:

None.

Experience:

Requires a minimum of 1 year experience in computer programming and application development. Highly developed computer skills and familiarity with several programming languages required. Strong problem solving, communication and technical writing skills required.

Leadership:

No authority or responsibility for the supervision of others.

Physical Requirements:

Job is physically comfortable; individual is normally seated and has discretion about walking, standing, etc. May occasionally lift very lightweight objects.

Working Conditions:

Standard working environment with possible minor inconveniences due to occasional noise, crowded working conditions and/or minor heating/cooling or ventilation problems. Near continuous use (>70% of the time) of a video display terminal.

The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.