

PROGRAMMER I

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent in this class is prepares detailed program instructions for internally stored programmed computers with magnetic storage media. Responsibilities also involve the analyses of moderately complex systems packages. Supervision may be exercised over Junior Programmers. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Prepares detailed program instructions for internally stored programmed computers with magnetic storage media;

Analyzes the nature of the project and the form of results required;

Prepares input and output memory layouts and block diagrams to demonstrate the sequence of computations;

Organizes the logical flow charts;

Prepares the Printer and the Record Layout Sheets;

Prepares instructions for the guidance of the Computer Operators, Unit Record Operators and Data Entry Operators;

Establishes checkpoints at regular intervals to verify the accuracy of the work in progress;

Lists each machine step, with directions to assist Operators and prepares complete text descriptions for future reference;

Prepares sample test data;

Evaluates programs to determine if other combinations of instructions would achieve greater flexibility, better machine utilization, or more dependable results;

Modifies existing programs in accordance with changes in procedures or results desired;

Tests and debugs programs;

Performs special studies as required.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the techniques and methodology of computer programming of at least Third Generation Computers; good knowledge of high level programming language and/or Fourth Generation mainframe programming language; ability to apply computer systems to business problems; ability to think logically; stamina; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a High School or equivalency diploma and either: (a) possession of a diploma from a computer school accredited by the National Association of Trade and Technical Schools and six months of recent experience (within the last five years) in third generation mainframe computers using magnetic storage media and high level programming language and/or Fourth Generation programming language on a mainframe computer; or (b) Associate's Degree* which must have included or been supplemented by a high level and/or Fourth Generation programming language course and/or Data Processing/Computer Science course, and six months experience as stated in (a); or (c) Bachelor's Degree* which must have included or been supplemented by training as described in (b); or (d) one year experience as described in (a).

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.