

CHANDLER UNIFIED SCHOOL DISTRICT
CHANDLER, AZ 85224

JOB DESCRIPTION

Classification: **Technical**

Title: **Programmer/Analyst II**

Job Goal:

To provide our students with the knowledge, skills and attitudes to become life-long learners and responsible citizens by: Developing, implementing and maintaining software applications.

Minimum Qualifications:

- High school diploma or equivalent with intermediate to advanced college level courses in programming
- Four or more years' experience in programming with more than one language
- Four or more years' experience in writing SQL queries, stored procedures, and functions
- Experience with Microsoft SQL Server and Management Studio
- Experience with report development and deployment with Microsoft SQL Server Reporting Services
- Experience with package development and deployment with Microsoft SQL Server Integration Services
- Proficient with Microsoft Office
- Ability to analyze data and complex processes
- Excellent verbal and written communication skills
- Satisfactory criminal background check
- Valid Arizona driver license with transportation to travel between sites
- Manual dexterity to operate business related equipment
- Vision and hearing adequate to exercise job responsibilities in a safe manner
- *The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job; reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

Additional Desired Skills:

- Exposure to Web page design using HTML, CSS, JavaScript, Java, and ASP
- Exposure to VB, VBA, and VBScript
- Exposure to Microsoft SharePoint
- Exposure to Microsoft Windows PowerShell
- Exposure to project management techniques

Core Job Functions:

- Maintain current and legacy software applications which would involve customization, data analysis, troubleshooting, bug fixing, and process improvement
- Analyze, develop, and maintain processes which import and/or export data between software applications
- Analyze, develop, and deliver solutions to staff and user requests for data and reporting capabilities
- Prepare technical documentation for processes, software applications, and user support
- Provide second level user support for current and legacy software applications
- Perform technical team and user training
- Perform other duties relating to general job function as assigned by the supervisor

Essential Values/Professional Qualities:

- Establish and maintain courteous, cooperative working relationships, as it relates to position, with staff, administrators, teachers, and other groups in an educational setting
- Respond to all internal and external users, as it relates to position, in a prompt, efficient, and professional manner
- Share sensitive student and staff information on a need to know basis only
- Function effectively as a team member
- Accept direction and exercise problem solving behavior and conflict resolution skills, all in positive manner
- Be responsible, reliable, and punctual
- Be flexible and adaptable to change
- Adhere to the dress code appropriate to the job and site