

SENIOR INFORMATION SYSTEMS ANALYST 4110

Distinguishing Characteristics of Work

This is responsible independent, technical and analytical work in planning and developing new computer applications and enhancements in support of users of the State Courts information system. The Senior Information Systems Analyst is assigned more difficult and complex projects in analyzing system requirements, locating, analyzing and resolving program problems, debugging and testing existing and new applications, and preparing detailed and technical instructions for installation of system software. The Senior Information Systems Analyst meets with users, including section chiefs, managers and court administrators, to determine and assess user needs, and designs and tests new applications and enhancements. The Senior Analyst acts as technical advisor to other analysts, and may act as a project leader. Working relationships are established with a variety of state court personnel and vendors. Work is performed under limited supervision of the Information Systems Analyst Manager.

Education and Training Guidelines

Graduation from an accredited four year college or university with a degree in computer science or management information systems, or a degree in mathematics, statistics, or engineering with course work in computer science or management information systems, and two years of experience in systems analysis and programming.

Progressively responsible experience in information systems (excluding data entry) may substitute for the recommended college education on a year for year basis.

Knowledge, Skills, and Abilities

Knowledge of computer capabilities, systems analysis, data processing, and programming techniques. Knowledge of and ability to use 3rd and 4th generation programming languages. Knowledge of the State Courts System organization, financial management methods, and record keeping practices. Ability to conduct a feasibility analysis of systems and programs requirements. Ability to prepare clear, detailed programs of instruction for users of the state courts system management information system. Ability to detect errors on detailed charts, diagrams, and code sheets. Ability to interpret diagrammatic presentations of work flow, and prepare computer block diagrams and flow charts and specifications for program development. Ability to act as a project leader. Ability to operate an on-line data entry terminal.

Effective: June 1, 1991