



## Programmer Analyst

Doers Wanted. Dreamers Encouraged.

Our successful Programmer Analyst performs a wide range of job duties utilizing technical know-how and a solid customer service approach. Utilizes client feedback to direct development and drive scope and delivery to create marketable and profitable applications.

REPORTS TO: Vice President of Operations

### Job Duties and Responsibilities:

- Define, develop, test, analyze, and maintain new software applications in support of the achievement of business requirements. This includes writing, coding, testing, and analyzing software programs and applications
- Conducts requirements analysis, program design, coding, testing and maintenance
- Research, design, document, and modify software specifications throughout the production life cycle
- Collaborate with developers, programmers and designers in conceptualizing and development of new software programs and applications
- Analyze and assess existing business systems and procedures
- Assist in defining software development project plans, including scoping, scheduling and implementation
- Research, identify, analyze and fulfill requirements of all internal and external program users
- Conduct research on emerging application development software products, languages and standards in support of procurement and development efforts
- Liaise with vendors for efficient implementation of new software products or systems and for resolution of any adaptation issues
- Recommend, schedule, and perform software improvements and upgrades
- Receive requests, gather specifications, document statements of work/quotes for clients, develop and validate reports, coordinate with development team to implement specific requests
- Application implementations
- Utilizes project management best practices in carrying out daily responsibilities
- Liaise with network administrators, systems analysts, and software engineers to assist in resolving problems with software products or company software systems
- Consistently write, translate, and code software programs and applications according to specifications
- Write programming scripts to enhance functionality and/or performance of company applications as necessary

### Minimum Requirements:

- Bachelor's degree in computer science or equivalent knowledge, skills and experience
- Strong general technical knowledge with a minimum of 5 years professional programming/systems analysis work experience
- Strong working knowledge of relational databases
- Proficient development skills in .NET and Visual Basic programming language
- Working technical knowledge of C#, JavaScript, WPF and TFS beneficial
- Excellent understanding of coding methods and best practices
- Extensive database development experience with MS SQL Server and Oracle
- Prior experience interviewing end-users for insight on functionality, interface, problems, and/or usability issues
- Hands-on experience developing test cases and test plans
- Innovative
- Ability to work with minimal supervision
- Ability to work directly with customers, understanding and fulfilling their needs in a competent manner
- Strong problem solving skills, results orientation and common sense
- Ability to follow projects through to completion, adhering to tight timelines
- Excellent verbal and written communication skills
- Occasional travel required
- Ability to learn new technologies quickly, step outside your own comfort zone and handle unfamiliar challenges enthusiastically
- Enjoys work (overcoming obstacles is fun!), loves to help people and can work well independently or in groups