	CLASS SPECIFICATION	Class Code: 60019357
		Date Established: 08/2023
		Last Reviewed:
		Last Revised:
		Last Title Change:
		FLSA: exempt
		Probation: 12 months

SENIOR DEVELOPER ANALYST

DEFINITION

Under general direction, performs and leads a variety of services related to complex system and application design and development; plans, coordinates, and implements assigned projects; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

A bachelor's degree from an accredited college or university in computer information systems, geographic information systems or a closely related field, AND three years of full-time experience as a systems developer or geographic information systems developer or analyst; two years of which included systems analysis and design; OR an equivalent combination of education and experience.

LICENSE OR CERTIFICATE

A valid driver's license may be required at the time of appointment.

DISTINGUISHING CHARACTERISTICS

Incumbents in this classification perform the full range of system and application development assignments with the highest degree of independence. This classification is distinguished from the Developer Analyst I and II by its focus on systems analysis and serving as a team leader with project management responsibility. Assignments include ownership for the entire project management cycle: functional design, application testing/installation, and training of end users. This class also allows for additional, specialized experience and training requirements based on the area of assignment.

SUPERVISION EXERCISED

May provide lead direction.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Meet with departmental staff to gather and analyze information regarding current and projected information technology through staff interviews, conducting workflow studies, cost/benefit analysis, and hardware and software research.

Conduct complex, in-depth analytical studies; design complex business processes and re-engineer existing processes within the context of integrated county-wide or commercially available, vendor developed packaged information management systems.

Provide lead direction in a specific technology services program or project; train staff to ensure activities are performed within established standards and regulations.

Responsible for assisting in the development of less experienced developer analysts by advising them on the identification and documentation of current practices and mentoring them on the completion of the project management cycle.

Determine requisite needs and recommend the purchase of the development of new applications, modification of existing applications, or upgrading of automated information systems.

Develop and present recommendations regarding work procedures and cost-effective services; implement findings and recommendations.

Prepare written and oral presentations for user departments and Technology Services management staff, presenting alternatives and their feasibility. Assist in the analysis of changes in software issued by the manufacturer or vendor, determining the impact on business and existing systems or in evaluating new software systems.

Independently resolve complex software support issues, including troubleshooting failures and resolving problems regarding system malfunctions within the department, with business process owners, and/or process users.

Function as the leader for the implementation of new application systems with user departments and provide project management, which includes responsibility for project planning and estimation of resources, conducting needs assessments, developing goals and objectives, application testing/installation, project assignments, conversion, application testing/installation/implementation, and training of end users.

Assist departments with the development of long-range information technology plans by identifying potential problems, providing advice in establishing business strategies for departments, identifying new technology available, and applying traditional business case analysis to arrive at and/or confirm the merits of a recommendation.

Coordinate interactions between Technology Services staff, vendors, consultants, and users in developing solutions to technical or business process problems.

Provide continuing user support by identifying and analyzing problems, determining the feasibility of solutions, and designing new computer applications.

Design and write custom reports utilizing end user-based reporting tools; develop tests to validate systems and program designs; recognize and troubleshoot software and hardware problems; prepare system documentation and operating procedures manuals.

Ensure that assigned staff performs duties and responsibilities in a safe and prudent manner that does not expose them or others to unnecessary harm or risk of on-the-job injury

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:
Organizational structure and functions of Washoe County.

Departmental/division policies and procedures.

Operating methods and procedures for Washoe County data processing equipment and software, including methods used in the development of computer programs, documentation, and procedural manuals.

Operations, functions, organization, programs, and computer applications of assigned departments.

Methods and principles of program planning, analysis, and evaluation techniques.

Custom report generation utilizing end user-based reporting tools.

GIS for complex County applications.

Ability to:
Perform the full range of application and specification development, including analysis of user needs and

development and modification of user applications to meet those needs.

Determine and communicate business requirements to users and technical support personnel.

Assist with developing a conceptual design (blueprint) in both functional and technical format.

Read and understand code in language of packaged system(s).

Entry Level *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

Knowledge of:
Methods and techniques of information technology development, design, implementation, and systems analysis.

Project management principles, tools and reporting formats identifying and matching resources to multiple work objectives and projected timelines.

Workflow measurement techniques, e.g., flowcharting and work sampling.

Common programming languages.

Job planning, budget monitoring, scheduling, and prioritization techniques.

Program specification development, computer programming, and documentation techniques.

Local area networks and personal computers.

Complex GIS database software, design principles, and systems such as multi-user versioned databases.

Ability to:
Analyze work systems and design information technology and develop specifications, including hardware and software selection.

Serve as a lead worker over complex projects, assign and review work of others; provide leadership and work in a team environment.

Prioritize and organize workload appropriately; work on multiple projects simultaneously in order to meet multiple deadlines.

Gather and integrate data from multiple sources and evaluate project work priorities, procedures, and processes to determine their effectiveness and efficiency in meeting common and multi-phase objectives.

Analyze a variety of information and write clear, concise narrative reports.

Deliver written, visual, and oral presentations.

Understand major functional and technical relationships.

Interpret and apply regulations, policies, and procedures.

Operate a personal computer and a variety of software including spreadsheets.

Communicate in a clear, concise manner both orally and in writing.

Establish and maintain cooperative working relationships with all those contacted in the course of work including internal and external customers.

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Ability to work in a professional office environment. Ability to use standard office equipment including computers, mobile phones, and copiers. Ability to attend evening meetings and work occasional evenings and weekends.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.