



*Class Code: 844  
FLSA: Exempt*

## **IT Oracle Programmer Analyst**

### **General Purpose**

This is highly skilled technical work involving the installation, upgrading, troubleshooting and maintenance of Oracle E-Business Suite for HRMS and Financial applications in an HP UNIX environment; problem research and resolution; working with DBAs, programmers and customers to verify the existence of vendor errors; isolating and documenting errors; and involved with the design and programming of application programs, interfaces, and data structures to produce systems with high-availability and excellent response times.

### **Position Requirements**

The work involves assisting customers with issues in Public Sector Budgeting, Accounts Receivable, Accounts Payable, General Ledger, Cash Management, Cash Receipting, Fixed Assets, Purchasing Orders, Time and Labor, Project Accounting, Check Reconciliation, HRMS, and Payroll application modules; maintenance of Optio reports; E-Business Suite administration; Discoverer and Noetix view upgrades and administration; Application Express (formally called Oracle HTMLDB) development and support for custom applications; UNIX scripting; interfacing to both modules inside of the suite along with external applications; assisting other programmers with technical problems and design issues; and staying current with the latest developments in vendor products and methods by studying vendor literature and professional publications, and talking with colleagues and peers. This position includes technical project management for simple projects.

### **Minimum Requirements**

- Bachelor's degree from an accredited college or university with major coursework in computer science or a related field or equivalent work experience
- Requires at least 2 years experience as a Programmer/Analyst with Financial Systems using Oracle data base in a high activity environment;
- Possess knowledge of programming skills in SQL and PL/SQL; creating and customizing Oracle forms and reports with Oracle E-Business Suite;
- Capability in developing UNIX scripts to be executed via a CRON job and/or by a manual execution method
- Customize fast formula and elements
- Possess Discoverer Administration experience

- Plan and organize work and manage multiple tasks
- Prepare detailed analysis of requirements, designing, testing
- Perform troubleshooting and debugging of systems
- Adapt and learn quickly about new environments and technology changes.
- Develop effective working relationships with customers, vendors, fellow employees and the public and demonstrate a high level of professionalism
- Possess the ability to communicate effectively both orally and in writing; work independently; make necessary decisions within department guidelines

### **DESIRABLE SKILLS**

- Administer Noetix views
- Oracle HR/ Payroll E-Business Suite applications experience in an UNIX environment; or any combination of education, experience and training which provides the required knowledge, skills, and abilities to perform the essential functions of the class.

### **Work Conditions**

- On-call availability as required
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard, mouse, power tools, and to handle other computer components.
- Occasional inspection of cables in floors and ceilings.
- Lifting and transporting of moderately heavy objects, such as computers and peripherals