



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

PROGRAMMER/ANALYST I

Job Number: 20001517

Job Code: 73600V000101

Job Group: 7300 - INFORMATION MANAGEMENT SYSTEMS

Job Established: 06/16/1982

Job Revised: 02/24/2006

Grade: 12	Salary (MIN - MID):	Special Entrance Rate:
	\$14,938-\$19,789 - Hourly	NONE
	\$2,427.44-\$3,215.72 - 37.5 Hr. Monthly Salary	NONE
	\$2,589.26-\$3,430.10 - 40 Hr. Monthly Salary	NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.pdf>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Under immediate supervision, performs beginning level computer programming; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree.

EXPERIENCE, TRAINING, OR SKILLS:

NONE

Substitute EDUCATION for EXPERIENCE:

Related technical or vocational training will substitute for the bachelor's degree requirement on a year-for-year basis.

Substitute EXPERIENCE for EDUCATION:

Experience in computer programming, systems analysis and/or computer operations will substitute for the bachelor's degree requirement on a year-for-year basis. Experience in business or public administration, statistics, research or a related field will substitute for the bachelor's degree requirement on a year-for-year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Codes, tests and debugs simple computer programs from specifications. Attends data processing training activities. Writes and modifies job control language. Modifies existing computer programs requiring simple logic changes. Develops and compiles data to test programs. Develops program logic charts. Assists in writing of specifications for the development, maintenance or modification of programs. Prepares and maintains program documentation. Performs simple tasks in the development or modification of computer systems.

UNIQUE PHYSICAL REQUIREMENTS:

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed in an office setting

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.