

<b>CITY OF CEDAR RAPIDS POSITION PROFILE</b>	<b>JOB CODE #/TITLE:</b> NB410 Programmer I
<b>POSITION #/TITLE:</b> 2516, 2517, 2518 Programmer I	<b>Adopted:</b> 02-08
	<b>Revised:</b> 05-12

<b>POSITION DESCRIPTION</b>
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<b>Dept:</b> Information Technology	<b>Manager Level:</b> Non-Manager
<b>Salary Plan/Description:</b> NBU/Non-Bargaining Unit	<b>Salary Grade:</b> 10
<b>Reports To Position #/Job Code #/JC Title:</b> 2493/NB387/Enterprise Application Solution Manager	<b>Dotted-line Reports To Position #/Job Code #/JC Title:</b>
<b>FLSA Status:</b> Non-Exempt	<b>City Overtime Status (Employee Type):</b> Non-Exempt (Exception Hourly)
<b>Physical Demand Rating:</b> Light	<b>Work Environment:</b> Controlled
<b>Pre-employment Testing:</b> Drug and health screening after contingent offer.	<b>Position Testing:</b> Job fit assessment
<b>Personal Protective Equipment:</b> None	

<b>General Statement of Duties</b>
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Performs entry-level computer programming work. Responsible for assisting in the development of programming specifications. Performs related work as required.

<b>Distinguishing Features of the Class</b>
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Some leeway is granted for the exercise of independent judgment and initiative.

<b>Examples of Essential Work (Illustrative Only)</b>
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Codes, tests and troubleshoots programs utilizing the appropriate hardware, databases and programming technology;  
 Modifies existing computer programs requiring simple logic changes;  
 Develops and applies data to test programs;  
 Analyzes performance of programs and takes action to correct deficiencies based on consultation with users and approval from supervisor;  
 Prepares detailed workflow diagrams that describe input, output and logical operation of a software system;  
 Analyzes, designs, develops, and documents web applications using website development tools and database techniques;  
 May support GIS programming and activities to include writing and revising GIS applications;  
 Assists in writing of specifications for the development, maintenance and modification of programs;  
 Performs all work duties and activities in accordance with City policies, procedures and safety practices;  
 Attends work regularly at the designated place and time;  
 Supports continuous process improvement initiatives;  
 Performs related work as required.

<b>Required Knowledge and Abilities</b>
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Good knowledge in writing clean and testable code using C# or Java in a windows environment;

Good knowledge of relational database design and development;  
Thorough knowledge of HTML, CSS and Java Script;  
Good knowledge in developing SharePoint solutions;  
Ability to problem solve and maintain a high level of analytical skills;  
Good knowledge of Object Oriented methodology;  
Ability to multi-task is required;  
Good knowledge of computer programs;  
Good knowledge of application design principles and of adapting computer processing techniques to meet end-user needs; Good knowledge of the principles of computer programming and of adapting computer processing techniques to meet end-user needs;  
Good knowledge of business process analysis methods and techniques of programming, design and development;  
Ability to write web applications using ASP.NET or ASP.NET MVC;  
Ability to work closely with GIS users and GIS Data Analysts to support GIS solutions;  
Ability to communicate effectively both verbally and in writing;  
Ability to train and instruct others, including systems and user-support personnel;  
Ability to evaluate vendor software for compatibility with city-wide computer systems;  
Ability to analyze information requirements and needs, identify problems, provide technical advice and consultation, and insure efficient computer systems utilization;  
Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;  
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;  
Ingenuity and inventiveness in the performance of assigned tasks.

#### **Acceptable Experience and Training**

Graduation from an accredited college or university with an Associate's Degree in Information Services, Computer Science or a closely related field; and  
Some experience in computer programming, hardware and operations systems related to computer systems; or  
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

#### **Required Special Qualifications**

Valid Iowa Driver's License.  
May be required to obtain Iowa NCIC certification based on work assignment.

#### **Essential Physical Abilities**

Requires the following, with or without reasonable accommodation:  
Clarity of speech and hearing which permits the employee to communicate effectively;  
Sufficient vision which permits the employee to operate equipment and tools;  
Sufficient manual dexterity which permits the employee to operate equipment;  
Sufficient personal mobility which permits the employee to visit various and other work stations in the City.