Under the general administrative direction of the Director of Information Systems, the incumbent will function as lead for designing, developing, testing, implementing and documenting the more complex computer application programs. The incumbent will also be responsible for the quality of the applications and achieving delivery target dates. The incumbent will act as the technical authority in development of guidelines for application usage on the various platforms and languages in the agency. The System Software Specialist II will be required to work directly with staff from all of the community colleges as well as other state and federal agencies involved with providing educational services or have an interest in the California Community College system.

Duties of the position include, but are not limited to:

- Design, develop, test, implement, document, and maintain multi-faceted applications utilizing object-oriented tools and methodology. On a project basis, assume lead responsibilities and provide technical support and coordination for programmer(s) assigned to the project.

- Prepare the more complex system requirements, design specifications and project management plans as required by MIS division standards for all proposed application development projects.

- Prepare formal program design specifications; code, test and implement automated applications as prescribed by MIS division standards.

- Write the more complex application programs using Microsoft: SQL Server 2012, Reporting Services, Analysis Services, NET Framework 4/4.5.1 (ASP.NET, VB.NET), SQL Server Data Tools (SSDT), Integration Services.

- Reports to the Director on the status of the projects by providing a formal report on a monthly basis.

- Prepare User Manuals and operational procedures as required for applications developed and provide user training.

- Design, develop, test, implement, document, and maintain logical database structures such as tables, indexes, views, triggers, and stored procedures. Design, develop, test, implement, document, and maintain complex database packages.
Duties (continued)

- Research emerging information technology and evaluate its applicability and feasibility for agency use.
- Design, develop and evaluate prototype applications and procedures using new information technology.
- Conduct workshops for agency on use of new information technology introduced into the Chancellor’s Office.
- Lead in the design and development of standards and guidelines for the use of new information technology adopted by the Chancellor’s Office.
- Prepare presentation materials for technical workshops for both internal and external audiences.
- Other duties as required.

Desirable Qualifications:

- Team player with excellent oral and written skills
- Organizational, analytical and problem solving skills
- Ability to take initiative, multitask, use tact and good judgment
- Willingness to adjust work schedule to meet operational needs of the team
- Experience with SQL Server database; knowledge of basic database design principles
- Familiarity with web-based application design
- Familiarity with all phases of the Software Development Life Cycle
- Ability to manage software project budgets and timelines.
- Ability to travel and make conference presentations to constituent and user groups.

Who May Apply:

Current State employees at the System Software Specialist II (Technical) or the Senior Programmer Analyst (Specialist) level, or those who have eligibility for appointment via lateral transfer, list eligibility to this classification or persons eligible for reinstatement. Applications will be screened and only the most qualified may be scheduled for an interview. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. Surplus candidates must attach a copy of their letter.

Technical Questions Contact:
Myrna Huffman
(916) 327-2246
Email: mhuffman@cccco.edu

Interested applicants are requested to mail a standard State Application (form Std.678) to:
California Community Colleges
Human Resources
ATTN: Adria Sanders
1102 Q Street, Suite 4554
Sacramento, CA 95811-6549