

PROGRAMMER I

Information Technology Management Division (ITMD)

The eligible list resulting from this examination may be used to fill similar City of Milwaukee positions.

PURPOSE: To create, modify, test, review, document and implement computer programs and associated information technology objects.

ESSENTIAL FUNCTIONS:

- ❖ Develop and maintain computer software in accordance with departmental goals and standards.
- ❖ Create testing scenarios, test plans, test cases and test strategies. Perform tests.
- ❖ Analyze failing systems and/or programs, find errors, correct errors and prevent errors.
- ❖ Create detailed graphical and non-graphical program and system documentation. Document systems, programs, test scenarios, error procedures and program modifications. Assist in maintenance of standards and procedures as they relate to development activities.
- ❖ Work closely with customers, assist with technical support requests, follow up on issues and concerns and keep customers informed. Fully inform managers about time, activities and status and provide reports and presentations.
- ❖ Perform other job-related tasks as assigned.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.

MINIMUM REQUIREMENTS:

1. Associate Degree in Information Technology/Computer related major such as IT Programming, Software Applications Development or similarly titled program from an accredited college or university.
NOTE: College transcripts are required and must be received within three business days after the application period closes. College transcripts may be either attached to the application, sent to staffinginfo@milwaukee.gov or sent to Box P I, Department of Employee Relations, Room 706, City Hall, 200 E. Wells St, Milwaukee, WI 53202. Student copies are acceptable. Only applications with transcripts will be considered; applications without transcripts will be rejected.
2. Residence in the City of Milwaukee within six (6) months of appointment and throughout employment.
Note: Equivalent combinations of experience and education may also be considered.

Note: A Programmer I may be eligible for promotion to Programmer II level after two years of successful work experience as a programmer.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- ❖ Knowledge of: Java, SQL, JavaScript, HTML, XML, Regular Expressions, Microsoft Office, Oracle, Rational Application Developer, ASP.NET, C#, WebSphere Application Server, ECLIPSE and object oriented principles
- ❖ Software development, troubleshooting and technical support skills
- ❖ Analytical skills

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- ❖ Interpersonal skills in order to maintain good working relationships with customers, supervisors and employees in a multi-cultural work environment
- ❖ Oral and written communications skills
- ❖ Ability to learn new technologies.
- ❖ Ability to work with abstract concepts and think innovatively
- ❖ Ability to work under pressure.
- ❖ Ability to meet strict deadlines, autonomously solve problems and work independently and/or as part of a team under minimal supervision.

THE CURRENT SALARY RANGE (PG3EN) for Programmer I: \$ 36,216 to \$44,277 annually with excellent benefits.

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral or performance tests; or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

The examination will be held as soon as practical after **February 22, 2013**. Receipt of applications may be discontinued at any time after this date without prior notice. However recruitment may continue until the needs of the City have been met. Qualified applicants will be notified by mail of the date, time and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

APPLICATIONS and further information can be obtained in person or via mail from City of Milwaukee Department of Employee Relations, 200 E Wells St, Room 706, Milwaukee WI 53202-3554, from www.milwaukee.gov/jobs, or by calling 414.286.3751.

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