



CLASS SPECIFICATION

Class Code: 60019358
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FLSA: exempt
Probation: 12 months

DEVELOPER ANALYST II

DEFINITION

Under general supervision, analyzes user needs to design programs and implement code in order to create and modify applications; analyzes and designs new business processes and re-engineers existing processes within the context of a commercially available or in-house developed information management systems; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

A bachelor's degree from an accredited college or university in computer information systems, geographic information systems, or a closely related field AND one year of full-time experience in process design, technical data configuration and/or business application development, programming and program analysis, database development and implementation, and working with information technology; OR an equivalent combination of education and experience.

LICENSE OR CERTIFICATE

A valid driver's license may be required at the time of appointment.

DISTINGUISHING CHARACTERISTICS

This is the journey level class in the Developer Analyst class series. It is distinguished from the Developer Analyst I by its ability to complete journey level assignments independently, act as a lead for assigned projects, and resolve complex integration issues.

SUPERVISION EXERCISED

Exercises no direct supervision.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Conduct research and analysis to determine and communicate business requirements to users and technical support team members; work with business process owners and operating department users to evaluate process improvement opportunities.

Conduct research and compile information and statistics to assist with developing conceptual designs for both functional and technical (i.e., interface requirements, conversion requirements, reports, etc.) business processes to ensure effective and cost-efficient government services for the public.

Prepare and present written and oral reports containing detailed findings and recommendations to address a variety of administrative issues, improve services and operations, and evaluate functions and programs.

Design and write basic custom reports utilizing end-user based reporting tools. Work with users to identify and document system recommendations for current and future development; work with users to refine processes and procedures guidelines.

Meet and work with elected officials, department heads, staff, and others to discuss needs, resolve problems, and develop recommendations.

Create program specifications, flow charts and decision tables to develop coded instructions to create or modify

applications.

Develop final program changes, modify programs, prepare final documentation, and develop procedures manual.

Develop and update user guides; instruct users in the use of new software, systems operation, and standard procedures.

Participate in database design, implementation, and maintenance; use database tools to create, convert, and modify databases.

Convert data and/or software from one information technology system to another and debug changeover problems.

Meet with vendors, preview new products, and maintain current information and technology skills in order to serve as a resource to users and staff.

Assist with changes in packaged system configuration and testing of those configurations.

Develop written operating procedures to be used by users to run new applications and train staff responsible for mapping automation in the use of computer hardware and Geographic Information System (GIS) software.

Develop web-based GIS applications using Commercial Off-The-Shelf (COTS) software or API-based Software Development Kits (SDK) utilizing REST-based geospatial web-services.

Create geospatial overlays by combining information from a variety of existing GIS data layers and derive information or insights from the combined geospatial information.

Create cartographic products, analyze data, create reports, and provide results using verbal and written communication.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Organizational structure and functions of Washoe County.

Departmental/divisional policies and procedures including a strong business and functional background for respective department business practices and associated systems.

Local government organization and operations.

Databases and database software used in Washoe County.

Operating methods and procedures for Washoe County's information technology equipment, including methods used in the development of computer programs, documentation, and procedure manuals.

Methods and principles of program planning, analysis, and evaluation techniques.

Operating methods and procedures for Washoe County GIS database and software, including methods used in the implementation of spatial applications, documentation, and procedures manuals.

GIS for complex County applications.

Ability to:

Perform a variety of analytical studies.

Determine and communicate business requirements to users and technical support personnel.

Recognize process improvement opportunities.

Develop conceptual designs (blueprint) in both functional and technical format.

Make written, visual, and oral presentations.

Perform the full range of application and specification development, programming, and database modification jobs and assignments.

Perform GIS modeling and write programs using GIS related programming languages such as Python or the ArcGIS API for Javascript.

Entry Level (*Applicants will be screened for possession of these through written, oral, performance or other evaluation methods.*)

Knowledge of:

Configuration of an enterprise resource system and transactions including impact of design on business processes and data configurations in other areas.

Elementary workflow measurement techniques, e.g., flowcharting and work sampling.

Methods and principles of basic program planning and research techniques.

Custom report design and report writing utilizing end user based reporting tools.

Principles and techniques of data collection and summary reporting.

Information technology application development and design including web-based applications.

Programming languages used in Washoe County, including but not limited to .NET, SQL, HTML, PHP, JavaScript, Python, and REST-based APIs.

Program specification development.

Fundamentals of computer programming and documentation techniques.

Database software.

File design.

Principles and practices of cartography which includes knowledge of photogrammetry and remote sensing.

Complex GIS database software, design principles, and systems such as multi-user versioned databases.

Ability to:

Perform a variety of analytical studies.

Gather data, analyze a variety of information, and evaluate work priorities, procedures, and processes to determine their effectiveness and efficiency.

Understand major functional and technical relationships.

Develop recommendations regarding work procedures and cost-effective services; assist with the implementation of findings and recommendations.

Interpret and apply regulations, policies, and procedures.

Operate a personal computer and a variety of software, including spreadsheets and Microsoft Office tools.

Translate specifications into computer programs.

Prepare and test computer programs.

Prepare and maintain program documentation and operating procedures manuals; prepare, instruct, or present detailed oral and written reports.

Perform difficult and complex GIS professional and technical work including spatial relational database analysis and complex process design.

Communicate effectively both orally and in writing.

Provide exceptional customer service; remain polite, tactful, and diplomatic in all interactions.

Establish and maintain cooperative working relationships with all those contacted in the course of work including internal and external customers.

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Ability to work in a professional office environment. Ability to use standard office equipment including computers, mobile phones, and copiers. Ability to attend evening meetings and work occasional evenings and weekends.

This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.