

Applications Developer – Common Business-Oriented Language / Customer Information Control System (COBOL/CICS)

Position Details

Class Code: 1532

Job Family: Information Systems

Classification: Support Professional

Terms of Employment: [Pay Grade 59 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under general supervision, develops, codes, and maintains complex enterprise-wide computer applications, programs, and routines according to Clark County School District specifications.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Establishes detailed program specifications through discussions with internal business/instructional customers.
2. Effectively communicates with customers throughout the application development lifecycle.
3. Translates specifications into logical coding, file, and database structures using appropriate programming languages, systems, standards, and software toolsets.

4. Prepares/maintains flowcharts, data diagrams, documentation, and procedures to communicate application use/sequence.
 5. Develops test plans (i.e., unit, data, process, user acceptance) to validate that programs, routines, and applications work as intended and meet customer needs.
 6. Monitors, analyzes, reviews, recommends, and changes programs/routines to increase applications' efficiency.
 7. Identifies and resolves system operations problems.
 8. Informs management of project statuses and user needs to promote customer satisfaction.
 9. Adapts to functional and customer demands for new/enhanced systems.
 10. Ensures programs, modules, and applications interface as required.
 11. May train customers and department staff in application use/operations.
 12. Conforms to safety standards, as prescribed.
 13. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves application design/development aspects, including requirements gathering/analysis, data design, high-level programming syntax, debug/testing, quality assurance, configuration management, and technical documentation.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of enterprise computing systems, operations, and capabilities.
2. Knowledge of application analysis, design standards, and techniques.
3. Knowledge of high-level programming language principles.
4. Knowledge of relational database concepts and design principles.
5. Knowledge of basic accounting, statistical, business administrative, school, and office processes.
6. Knowledge of mainframe environments and legacy hardware/software.
7. Ability to analyze business processes, systems, and problems; translates processes into detailed instructional sequences for coding into complex programming language(s).
8. Strong analytical skills; able to maintain concentration and solve problems using logical methods.
9. Ability to read, code, and interpret high-level programming languages.

10. Ability to test/debug unit modules, programs, and applications.
 11. Ability to learn operating principles and characteristics of District computer systems.
 12. Ability to prepare clear, concise documentation, procedures, reports, and other written materials.
 13. Ability to exercise independent judgment within established procedural guidelines.
 14. Ability to meet deadlines and work in an environment where priorities change frequently.
 15. Ability to contribute to the unit's service efficiency/effectiveness by offering suggestions and actively directing or participating in team efforts.
 16. Ability to maintain current knowledge of technology and new computer applications.
 17. Ability to coordinate multiple projects and meet predetermined deadlines.
 18. Ability to work flexible hours/shifts.
 19. Ability to develop and maintain effective working relationships with District staff, vendors, and other agencies.
 20. Ability to recognize/report hazards and apply safe work methods.
 21. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.)
2. Six (6) years' professional experience in computer programming analysis and developing enterprise-wide computer applications using COBOL II, CICS, Virtual Storage Access Method (VSAM), and DB2 in an International Business Machines (IBM) mainframe environment; or, Associate degree from an accredited college/university in a related field (i.e., mathematics, computer science, management information systems), and four (4) years' professional experience as described above; or, Bachelor's degree from an accredited college/university in a related field, and two (2) years' professional experience as described above.
3. Experience writing and maintaining Job Control Language (JCL), including return code conditional processing.

4. Experience using Time Sharing Option (TSO), Interactive System Productivity Facility (ISPF), and Software Configuration and Library Manager (SCLM).
5. Experience writing predefined and parameterized reports using CA Report Facility or WebFOCUS.

NOTE: Programming language(s), operating system(s), and software application(s) required depend on the current position vacancy, advertisement, or assignment.

Licenses and Certifications

A valid driver's license or state-issued identification card.

Preferred Qualifications

Proficient in programming languages, utilities, and software toolsets required for the position.

Document(s) Required at Time of Application

1. Copy of a valid driver's license or state-issued identification card.
 2. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.)
 3. Transcript(s) from an accredited college/university, if applicable.
 4. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD Technology and Information Systems Services (TISS) Division, and travel to/from schools and other District office settings.

Work Environment

Strength

Sedentary/medium - exert force of 20-50 lbs., occasionally; 10-25 lbs., frequently; up to 10 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to

remain seated and maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

Environmental Conditions

Climate-controlled office setting with temperatures ranging from mild to moderate cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Furniture, office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment.)

Examples of Equipment/Supplies Used to Perform Tasks

Computers, printers, modems, telephones, fax machines, copiers, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 07/28/23
- Created: 06/18/09