

# Applications Developer– 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

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## Position Summary

Under general supervision, applies knowledge of programming techniques, languages, and computing systems to develop code and maintain complex enterprise-wide computer applications, programs, and routines in accordance with specifications supporting the Clark County School District's business and strategic requirements.

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## Essential Duties and Responsibilities

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

1. Establishes detailed program specifications through discussion with internal District business and instructional customers.
2. Maintains effective communication with customers throughout entire application development lifecycle.
3. Translates specifications into logical coding, file, and database structures using appropriate programming language, systems, standards, and software tool sets.
4. Prepares and maintains flowcharts, data diagrams, documentation, and procedures to illustrate and communicate application sequence and use.
5. Develops test plans (unit, data, process, and user acceptance) to validate programs, routines, and applications work as intended and meet customer needs.

6. Monitors, analyzes, reviews, recommends, and makes changes to programs and routines to increase application operating efficiency.
  7. Identifies and resolves system-operating problems in order to provide continuous application operations.
  8. Interfaces with management regarding project status and user needs to promote an environment of customer cooperation and satisfaction.
  9. Keeps pace and adapts to functional and customer demands for enhanced or new systems.
  10. Ensures programs, modules, and applications interface together, as required.
  11. May provide training to customers and department staff in the use and operation of applications.
  12. Conforms to safety standards, as prescribed.
  13. Performs other tasks related to the position, as assigned.
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## **Distinguishing Characteristics**

Involves most aspects of application design and development including, but not limited to: requirements gathering and analysis, data design, high-level programming language coding syntax, debug and testing, quality assurance, configuration management, and technical documentation.

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## **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 environment and legacy hardware/software.
7. Ability to analyze business processes, systems, problems, and translate them into sequences of detailed instructions, and logical steps for coding into language processed by computing systems.
8. Strong analytical skills, including the ability to maintain a high level of concentration and the ability to solve problems using logical methods.
9. Ability to read, code, and interpret high-level programming language instructions.
10. Ability to test and debug unit, modules, programs, and applications.

11. Ability to learn operating principles and characteristics of various computer systems utilized by the District.
  12. Ability to prepare clear and concise documentation, procedures, reports, and other written material.
  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 efficiency and effectiveness of the unit's service to customers by offering suggestions and directing or participating as an active member of a work team.
  16. Ability to maintain current knowledge of technology and new computer user applications.
  17. Ability to coordinate multiple projects and meet predetermined deadlines.
  18. Ability to work flexible hours or shifts.
  19. Ability to develop and maintain an effective working relationship with District staff, vendors, and other agencies.
  20. Ability to recognize and 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.); and, six (6) years' of professional experience in computer programming analysis and the development of large enterprise-wide computer applications using COBOL II, Customer Information Control System (CICS), Virtual Storage Access Method (VSAM), and DB2 in an IBM mainframe environment; or, Associate's degree from an accredited college or university in a related field (i.e., mathematics, computer science, management information systems); and, four (4) years' of professional experience as outline above; or, Bachelor's degree from an accredited college or university in a related field (i.e., mathematics, computer science, management information systems); and, two (2) years of professional experience as outline above.
2. Experience writing and maintaining Job Control Language (JCL), including return code conditional processing.

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

THE PROGRAMMING LANGUAGE(S), OPERATING SYSTEM(S), AND SOFTWARE APPLICATION(S) REQUIRED ARE CONTINGENT UPON THE CURRENT POSITION VACANCY, ADVERTISEMENT, OR ASSIGNMENT.

### **Licenses and Certifications**

None Specified.

### **Preferred Qualifications**

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

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## **Document(s) Required at Time of Application**

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.).
  2. College transcript(s) from an accredited college or university, if applicable.
  3. Specific documented evidence of training and experience to satisfy qualifications.
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## **Examples of Assigned Work Areas**

Clark County School District Central Information Systems Department and travel to and from schools and other District office settings.

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## **Work Environment**

### **Strength**

Sedentary to medium – exert force 20-50 lbs., occasionally; 10-25 lbs., frequently; or 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 to maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed materials and online, a Video Display Terminal (VDT) screen, and 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).

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## **Examples of Equipment/Supplies Used to Perform Tasks**

Various computers, printers, modems, telephones, fax machines, copy machines, etc.

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## **AA/EOE Statement**

This employer does not knowingly discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.

## **Job Revision Information**

- Revised: 10/14/21
- Created: 06/18/09