JOB ANNOUNCEMENT
(INTERNAL/EXTERNAL)

POSITION INFORMATION			

Job Title: IT Programmer

Division:	Information Technology	**Department:**	Information Technology
Reports to:	SVP, IT/ EOC	**Classification:**	Regular, Full Time
Opening Date:	Thursday, February 14, 2019	**Closing Date:**	Friday, December 22, 2019

ANTICIPATED WORK SCHEDULE	
(Hour of operation and schedule subject to change)	
Department Hours of Operation	**Schedule** Schedule is subject to change dependent on rotational shifts and hours of operation.

BASIC PURPOSE OF THE JOB

Responsible for the coordination of all hospital programming activities; maintenance of vendor application programs through installation of new releases; investigation of vendor custom code; program and maintenance of the hospital's written software; investigate and install new system software utilities; identify and coordinate problem resolution of all system software problems.

QUALIFICATIONS

Minimum Education	▪ Bachelor's degree in Computer Science, Business Management, or healthcare-related field. ▪ Advanced degree preferred.
Minimum Work Experience	▪ Two (2) years of experience as a Programmer. ▪ Two (2) to five (5) years of experience in RPG III programming language preferred.
Required Licenses / Certifications	▪
Required Skills, Knowledge and Abilities	▪ Demonstrated written and oral communications and educational skills. ▪ Able to present design concepts and system functions in an understandable, logical and concise manner.

OVERVIEW OF JOB RESPONSIBILITIES

1. Under the general supervision of the CIO, or major application and development programming along with database development, database management, and database protection.

2. Analyzes and documents detailed system factors, including input and output requirements, information flow, hardware and software requirements, and alternative methods of problem resolution.

3. Processes work requests for systems enhancements and provides timetable if deemed appropriate for completion. Monitors all assigned projects in development and provides periodic status reports.

4. Responsible for system security officer functions as assigned and the assignment of application software access to authorized client staff.

5. Provides guidance and coordination in the planning and scheduling of assigned projects with appropriate sections of IT Department.

6. Coordinates, trains and educates key I.S. staff, and appropriate client staff, in new or modified systems to ensure proper problem resolution/determination procedures are followed as well as maintenance of existing system.

7. Participates in off-hours on-call schedule to resolve emergent and critical application software and programming problems.

8. Attends all required safety training programs and can describe his/her responsibilities related to general safety, department/service safety, and specific job-related hazards.

9. Follows the hospital Exposure Control/Bloodborne and Airborne Pathogens plans.

10. Demonstrates respect and regard for the dignity of all patients, families, visitors and fellow employees to ensure a professional, responsible, and courteous environment.

11. Promotes effective working relations and works effectively as part of a department/unit team inter-and intradepartmentally to facilitate the department's/unit's ability to meet its goals and objectives.

*Complete job description provided upon employment.