



NIAGARA COUNTY JOB POSTING

OPEN TO THE PUBLIC

TITLE/POSITION #: Systems Analyst #13051

PAY RATE: \$34.85- \$40.72/hr

DEPARTMENT/DIVISION: Information Technology

WORK LOCATION: Lockport, NY

STATUS: Provisional

DESCRIPTION: Under direction, plans, conducts and develops complex analytical studies of existing operations and programs to determine the feasibility of a conversion to information technology systems; organizes and directs the execution of systems analysis and design tasks, and programming tasks performed by subordinates. The work involves responsibility for reviewing, analyzing, developing specifications and documentation for, troubleshooting, and programming for implementation of both changes to existing and new information technology systems. The work is carried out in accordance with sound, modern, up-to-date methods, techniques, and procedures as utilized for implementation of information technology systems, and involves the study and analysis of systems and their adaptation to available computer resources; conferring with user departments to determine their information technology needs and to devise information technology solutions; analyzing the flow of information and its adaptation for computer use; and testing and debugging new systems planned for implementation. Work is performed under the general supervision of the Director of Information Technology with considerable leeway allowed the incumbent for the exercise of independent judgment in planning out the details of assignments as long as standard operating procedures and scheduled completion timeframes are followed. Additional guidelines may also be set by the head of the department in which specific projects are being undertaken. Supervision of subordinates is usually not a feature of this class of positions. Does related work as required.

MINIMUM QUALIFICATIONS: Either:

1. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree in data processing, information technology, computer information systems, or closely related

CONTINUED

field and two (2) years of experience in computer systems analysis and design of computer programs; or

2. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's Degree in data processing, information technology, computer information systems, or closely related field and four (4) years of experience in computer systems analysis and design of computer programs; or

3. An equivalent combination of training and experience as defined by the limits of (1) and (2).

NOTES:

1. Successful completion of a course of study or certification offered by a technical training institute, vendor sponsored or a corporate training program may be substituted for the 12 semester credit hours; or for one (1) year of appropriate experience, if the following conditions are met:

a) The course of training involves learning the fundamental aspects of information technology systems design, analysis, programming, maintenance and administration, or a similar course with technical emphasis.

b) The candidate provides an official description of the coursework and evidence that it was successfully completed.

c) Coursework in the use of specific programs such as WORD, EXCEL or ACCESS and data entry is not acceptable.

2. Coursework in the use of specific programs such as WORD, EXCEL or ACCESS and data entry is not acceptable.

3. Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements.

DATE POSTED: 9/17/20 DEADLINE: 10/1/20

APPLY ELECTRONICALLY AT: <https://niagara-portal.mycivilservice.com/>

OR SUBMIT PAPER APPLICATIONS TO:

Niagara County Human Resources

111 Main Street – Suite G2, Lockport, NY 14094

**Applications, Job Specifications, Job Postings & Exam
Announcements can be found at:**

<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer