



POSITION DESCRIPTION

SENIOR PROGRAMMER ANALYST

Reports To: Chief Technology Officer

Position Status: Exempt

Supervises: No one

Effective Date: 9/2012

GENERAL SUMMARY

Under supervision from the Chief Technology Officer this position performs complex professional work in system development, including high level of programming. This Senior Programmer Analyst functions as an information technology professional, participating in an overseeing a variety of analytical and programming assignments that provide for the development, enhancement and maintenance of applications. This position will serve as the lead programmer on multiple and concurrent projects.

DUTIES AND RESPONSIBILITIES

1. Develop and program database objects, such as tables, views, and procedures, using Oracle Database 11g, and SQL.
2. Analyzes clinical database structure, and create programming for data extraction and transfers, analysis, and reporting.
3. Responsible for planning, conducting, validating, and maintaining the design and development phases of clinical, accounting, billing and research databases and/or related reports and data integration requirements, using various databases and Oracle Data Integrator tool.
4. Analyze, design, program, implement, document, and maintain web system applications, including web development for Internet and Intranet.
5. Responsible for using and maintaining skills in Oracle Database 11g, XML, Microsoft.Net, Java, Integration and Microsoft Share Point.

6. Keeping up knowledge in programming with relational database, data repositories or warehouses, especially development of tables, views, procedures, and functions.
7. Train and mentors new or less experienced staff
8. Design and develop reports using Crystal and SQL programming.
9. Conducts thorough problem analysis in regard to technical system and application programs; documents finding and proposes problem resolution alternatives.
10. Expertise in creating complex structure query language (SQL) statements for analytical data mining, software development, or reporting.
11. Critically reviews all programs prior to implementation to verify consistency and conformance with established departmental guidelines, policies and practices as well as industry standard guidelines; performs acceptance testing and program implementation for assigned systems and/or projects.
12. Resolve elevated Help Desk incidents, or problem tickets as assigned.
13. Responsible for continuous review of disaster recovery plan to insure completeness and accuracy to quickly restore all applications in the event of a disaster or other interruption of processing.
14. Provide related operational documentation and training to users and Information Technology personnel.
15. Performs related duties as required.

PLANNING

The position is responsible for overseeing NKC applications, programming, and troubleshooting.

SUPERVISION AND COORDINATION

The position does not supervise other persons. It is responsible for coordinating, directing, and participating in departmental programming and other activities.

EXTERNAL CONTACTS

Contacts with customer support, sales, and marketing representatives. These contacts are required to support computer systems and other information-related activities.

DECISIONS

The decisions are based upon established procedures and practices. Typical decisions include; new applications, troubleshooting and correcting system problems, evaluating user requests, deciding how to handle unusual situation, and making sure that procedures are observed.

JOB CONDITION AND PHYSICAL EFFORT

1. Must be able to communicate effectively in English on the phone, in writing, and in person.
2. Duties and responsibilities are performed in office, clinical dialysis unit, physician offices, and other healthcare setting.
3. Physical activities require the ability to stoop, kneel, crouch, crawl, reach, sit, push, pull, lift; use fingers to manipulate items, grasp, talk, and hear; and to engage in repetitive motions of the wrists, hands and fingers.
4. The physical requirements include the ability to lift/move objects weighing up to 50 pounds occasionally, to lift/move objects weighing up to 10 pounds frequently.
5. Visual acuity is required to read, inspect work, and work extensively with data on a PC.

CUSTOMER SERVICE STANDARDS

All staff is responsible for demonstrating good customer service and professionalism.

- 1 **CONSIDERATION:** Greet customers promptly, Show courtesy; Recognize customer's needs; Respect privacy.
- 2 **CONCERN:** Listen to customers; Express appreciation; be non-judgmental; Take responsibility.

- 3 **CONFIDENCE:** Show a positive attitude; Take personal initiative; Inform; Educate and reassure; Provide prompt follow-up.
- 4 **CONDUCT:** Hold appropriate conversations; maintain a professional appearance; Establish teamwork; Show professional competency.

EDUCATION AND EXPERIENCE

The Senior Programmer Analyst should have a Bachelor of Computer Science degree or related subjects, or equivalent working experience. At least 5 to 7 years of experience in Oracle Database, SQL, Microsoft .Net, Java, Share Point and XML

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not to be considered as an exhaustive list of all job tasks performed by people so classified.

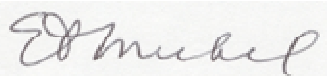
REVIEW AND APPROVAL



CFO/Vice President of Finance

9/2012

Date



Vice President Human Resources

9/2012

Date