

<h1 style="margin:0;">POSITION DESCRIPTION</h1>	OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES	AGENCY Department of Administrative Services
	DIVISION OR INSTITUTION Office of Information Technology	
	UNIT OR OFFICE Enterprise Computing	

POSITION NUMBER 20075566	<input checked="" type="checkbox"/> State Agency <input type="checkbox"/> County Agency <input checked="" type="checkbox"/> New Position <input type="checkbox"/> Change		County of Employment Franklin	
	USUAL WORKING TITLE OF POSITION Systems Programmer 2		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR 20006443 (41801.0) Information Technology Manager 2	
	NORMAL WORKING HOURS (Explain unusual or rotating shift) 7:00 a.m. - 4:00 p.m. & subject to overtime/call back 24X7			Page 1 of 2
	JOB DESCRIPTION AND WORKER CHARACTERISTICS			
	%	Job Duties in Order of Importance	Minimum Acceptable Characteristics	
	50	Assists in investigation of various software packages under guidance & direction of more senior systems programmers or supervisor: develops interfaces, maintains, & enhances existing software packages for a complex mainframe/open systems environment; participates on a team whose responsibility is to install & maintain UNIX servers, USS (i.e., UNIX Systems Services, a mainframe subsystem) & disk subsystems & tape storage; assists senior-level systems programmers in designing, installing, upgrading, testing, & maintaining large &/or complex UNIX computer systems (e.g., AIX, HP-UX, or Solaris); supports operating system environments & associated system software & utilities (e.g., Tivoli Storage Manager, Veritas, UNIX performance tools.); monitors hardware & operating system performance utilizing various software packages, utilities, & programs; appraises senior systems programmers of vendor security alerts, microcode updates, & maintenance level releases; responds to UNIX, disk storage, tape storage & mainframe issues 24 hrs/day, 7 days/week, 365 days/year which requires call back within defined response time &/or overtime according to Service Level Agreements for each customer; may be required to carry cell phone &/or wear pager.	Knowledge of (1) computer science; (2) computer hardware & peripheral equipment; (3) functions & capabilities of software systems; (4) UNIX Servers (e.g., IBM, HP, or SUN); (5) disk storage hardware & software; (6) enterprise tape back-up systems hardware & software (e.g., Tivoli Storage Manager, Legato, or Veritas); (7) UNIX operating systems (e.g., AIX, HP-UX, or Solaris) & TCP/IP; (8) UNIX monitoring & performance utilities; (9) USS mainframe subsystem; Skill in (10) operation of personal computer & servers; (11) programming UNIX Servers (e.g., Korn Shell, Bourne Shell, C Shell); Ability to (12) define problems, collect data, establish facts & draw valid conclusions; (13) interpret extensive variety of technical material in books, journals, manuals & audiovisual form; (14) deal with non-verbal symbols in formulas, equations or graphs; (15) deal with many variables & determine specific action; (16) originate instructions & specifications concerning proper use of computer hardware & software; (17) communicate effectively on technical & non-technical matters; (18) respond to hardware & software issues 24 hrs/day, 7 days/week, 365 days/year which requires call back within defined response time &/or overtime according to Service Level Agreement for each customer; (19) wear pager &/or carry cell phone.	
JOB CODE 64192	List Position Numbers and Class Titles of Positions Directly Supervised:		SIGNATURE OF AGENCY REPRESENTATIVE  	
			DATE 3-10-08	

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<h1 style="margin: 0;">POSITION DESCRIPTION</h1>	<h2 style="margin: 0;">OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES</h2>	AGENCY Department of Administrative Services
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JOB DESCRIPTION AND WORKER CHARACTERISTICS		
%	Job Duties in Order of Importance	Minimum Acceptable Characteristics
30	Provides technical assistance to senior systems programmers & system users: analyzes & resolves hardware & software problems associated with the tape storage application; contacts vendor representatives to resolve system problems; analyzes system error messages; monitors the health of the UNIX Servers, disk subsystems & tape storage hardware & software; attends training to remain informed of industry trends & directions, as well as to become educated in new technologies; utilizes high-level computer language (e.g., Korn Shell, Bourne Shell, C Shell) for UNIX programming in providing support for UNIX & tape storage systems.	Knowledge of 1, 2, 3, 4, 5, 6, 7, 8, 9 Skill in 10, 11 Ability to 12, 13, 14, 15, 16, 17, 18, 19.
20	Performs other related duties as required: prepares hardware & operating system performance & usage reports; creates & maintains documentation pertaining to the UNIX, Disk Subsystem, & tape storage complexes; monitors & responds to customer requests for UNIX, Disk Subsystem, & tape storage services.	Knowledge of 1, 2, 3, 4, 5, 6, 7, 8, 9 Skill in 10, 11 Ability to 12, 13, 14, 15, 16, 17, 18, 19.
<u>Position Specific Minimum Qualifications</u>  12 mos. exp. using UNIX operating systems (e.g., AIX, HP-UX, or Solaris);		
Must submit to & pass personal background check & works as essential employee.		

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