Employment Announcement

Programmer/Analyst in the Information Systems, Software Development Division

Job Posting Number: 19-013	**State Classification:** Programmer IV/0243
Division: Software Development	**State Pay Grade:** B23
Department: Information Systems	**Posting Date:** November 5, 2018
Established Work Hours: 8:00 A.M. – 5:00 P.M.	**Application Deadline:** Open Until Closed By Division
Starting Salary: $ 4,600 - $7,000 mo.	**Duration:** Full Time
Number of Openings: 1	**Location:** Austin, Texas

GENERAL DESCRIPTION

Performs highly complex (senior-level) computer programming work. Work involves planning, coordinating, and scheduling components of programming projects, analyzing proposed computer applications, and providing technical guidance during requirements, design, testing, and deployment. Responsible for collaborating in the development of and adhering to coding standards. Maintains and supports existing software applications. Works under limited supervision with considerable latitude for the use of initiative and independent judgment.

SPECIFIC JOB FUNCTIONS

- Performs coding, testing, and debugging of programs written in Java, Oracle PL/SQL, and other software languages.
- Serves as a software developer for TDHCA's Central Database systems, a suite of custom applications written in Java that support the business of the agency's housing and community affairs divisions.
- Develops reports for agency programs using SQL, Crystal Reports, Java/ReportMill, and HTML.
- Writes SQL to extract and interface data between systems and also to modify database objects in development and test environments.
- Gathers information from agency business teams and develops software requirements and design specifications based on that information.
- Leads or participates in development projects and tasks. Interacts with agency staff throughout the stages of the software development life cycle, including requirements, design, testing, and implementation.

- Writes and maintains technical documentation. Develops and documents technology standards for the agency.
- Maintains and enhances programming and IT knowledge and skills; provides training and technical assistance to other Information Systems Division staff.
- Participates in and leads prototype demonstrations of systems in development.
- Performs duties and successfully completes tasks and projects as assigned.
- May coordinate and lead the work of others.
- Responsible for becoming fully knowledgeable of the Department's Enterprise Risk Management Program and its effect in the Information Systems Division, including performing risk assessments of ISD's high impact processes and identifying and communicating control processes and steps to mitigate unacceptable risks.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS

- Four years of work experience in software development positions using Java, PL/SQL, and SQL. Graduation from an accredited four-year college or university with major course work in computer science and an emphasis on software development may be substituted for the four years of work experience.

OTHER FACTORS

Knowledge, Skills, and Abilities:

- Extensive knowledge of and experience with programming in Java and building web-based applications; experience with the Model-View-Controller design pattern; experience using SQL in an Oracle environment; experience using CVS for source code control; and experience with report development tools such as Crystal Reports and ReportMill.
- Knowledge of the principles, practices, and techniques of Oracle PL/SQL.
- Knowledge of and experience with XHTML, CSS, JavaScript, web page layout, usability, and accessibility principles.
- Extensive knowledge of the principles, practices, and techniques of computer programming and systems analysis; of computer operations procedures and systems; and of computer programming languages.
- Skill in developing software in Windows, Unix, and Unix-like operating systems; knowledge of operating system security, file systems, and scheduling utilities; and experience in Unix shell scripting.
- Considerable skill in analyzing problems and devising effective solutions; evaluating information and business processes; coding, testing, and debugging computer programs; and communicating effectively.

- Skill in planning, organizing, and coordinating work assignments to meet frequent and multiple deadlines, in handling multiple tasks simultaneously, and in managing conflicting priorities and demands.
- Skill in effective verbal and written communication of complex technical information to people of varying technical backgrounds.
- Ability to establish and maintain good, professional working relationships with co-workers, management, agency staff, and external contacts.

PHYSICAL REQUIREMENTS:
- This classification functions in a standard office environment. Ability to drive and travel as needed. Will need to move about the office to access file cabinets, use office machinery, attend meetings in various offices and conference rooms, etc. Must be able to communicate and exchange accurate information via phone, computer, and in person. Must be able to observe and evaluate data in a variety of formats, including hard copy, electronic, and various media formats. Must be able to work non-standard hours including the ability to work beyond 40 hours per week as needed and in compliance with the FLSA.

OTHER:

Military Crosswalk information can be accessed at: Military Crosswalk

Must be willing to work in a non-smoking environment and adhere to all applicable Department policies and procedures. Must be willing to work overtime if necessary which may include nights and weekends. Must attend work regularly and adhere to approved work.

TO APPLY

To apply for an opening with TDHCA, you must complete the State of Texas Application for Employment electronically at www.WorkInTexas.com.
The State of Texas Application for Employment and other qualifying documentations must be submitted no later than 5:00 pm on the closing date of the job vacancy notice. For vacancies that are posted "open until filled" it is recommended that applications be submitted as soon as possible. **Online applications are stored on a secure site. Only authorized employees and hiring authorities have access to the information submitted.**
It is important that your application show all the relevant education and experience you possess. Please include all information requested, e.g. education, experience, previous compensation, reasons for leaving, and other information - do not leave any field blank. Applications may be rejected if incomplete.

Resumes will not be accepted in lieu of your online application.

ADDITIONAL INFORMATION

- Official transcripts or other minimum requirement validations will be requested of final applicants.

- A signed application will be required prior to employment.
- Criminal history checks will be conducted before an offer of employment is extended.
- Only applicants who are interviewed will receive written notification of posting results.

Thank you for considering employment at the Texas Department of Housing and Community Affairs.
We fully recognize, honor and enforce the Uniformed Services Employment and Reemployment Rights Act (USERRA) and encourage opportunities to hire Veterans, Reservists and Guardsmen.
Males born on or after January 1, 1960, between the ages of 18-26, will be required to present proof of Selective Service System registration on the first day of employment or proof of exemption from Selective Service registration requirement.
The U.S. Immigration Reform and Control Act of 1986 requires new employees to present proof of identity and eligibility to work in the United States. Failure to provide this information within the required timeframe will result in the offer being rescinded.
The Texas Department of Housing and Community Affairs is an Equal Employment Opportunity employer.