

|  |
| --- |
| **Programmer Analyst** |
|  **Role:** |

To analyze, maintain, design, and develop new and existing software programs; provide guidance, instructions, and support to all levels of company personnel and members.

**Essential Functions & Responsibilities:**

* Analyzes, designs, and encodes new systems as directed.
* Maintains and modifies existing programs and purchased packages as directed.
* Investigates program errors, defines problems, debugs programs, tests results, and implements changes.
* Assists users in solving system problems and trains users in system operations.
* Assists in training and directing the work of lower level programming personnel.
* Perform other job-related duties as assigned.

**Performance Measurements:**

* Research and resolve issues related to any in-house or purchased software application, across multiple hardware platforms and programming languages in a timely manner.
* Communicate effectively with users at all levels to understand their job functions, business needs and strategic direction.
* Develop and maintain knowledge of each users’ department’s duties, computerized information systems and underlying data to successfully design and develop the systems and programs to meet their needs.
* Expand skill set by learning new languages, techniques, and systems and share this knowledge and experience with other members of the programming team.
* Provide system support services on-site, on-line and/or via telephone during working hours and on-call after normal working hours.
* Keep management informed of any key issues affecting the department.

**Knowledge and Skills:**

Experience: One year to three years of similar or related experience.

Education: (1) A bachelor’s degree, or (2) achievement of formal certifications recognized in the industry as equivalent to a bachelor’s degree (e.g. information technology certifications in lieu of a degree).

Interpersonal Work involves contact with persons beyond immediate associates regarding routine matters for the Skills: purpose of giving or obtaining information which may require some discussion. Outside contacts take the form of service to the public (members or vendors), requiring ordinary courtesy in providing assistance and information.

Other Skills: Windows programming environment, SQL, Scripting languages, HTML, Visual Basic, JavaScript & Java. Ability to think orderly, logically, and analytically and strong problem-solving skills. Must have good communication skills.

**Please send resume to:** **hr@rrcu.org** **or River Region Credit Union, Attn: Human Resources, 3124 W. Edgewood Drive, Jefferson City, MO 65109**