

FINANCE & ADMINISTRATION DIVISION**POSITION DESCRIPTION**

POSITION: ANALYST PROGRAMMER	DEPARTMENT: ICT	ISSUE DATE: July 2017 Revised dates :
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INCUMBENT:	X1
DEPARTMENT :	ICT
LOCATION :	Valelevu
REPORTS TO:	Manager ICT
DATE :	2017

Purpose:

Accomplish software requirements by developing and maintaining applications and databases.

Accountabilities

The position will assist the Authority maintaining current subsidiary ledger Lendsphere application. Lendsphere is developed on Java and runs on Oracle RDBMS engine in the Linux Operating System. It's 100% outsourced and supported by RSystem in India with propriety source code. The incumbent will be responsible for the following:

1. Troubleshooting;
2. Assisting personnel by providing advice and support in relation to Lendsphere application;
3. Support project planning and recognise devise process improvement opportunities;
4. Be involved in all stages of software development lifecycle; and
5. Assist Manager ICT in the provision of technical and operational advice to Management on strategic direction of the ICT team.

Ensure reliability of each system in the course of any enhancement, maintenance or new work carried out through:

1. Dissemination of right and accurate information according to specified requirements
2. Controls are placed in through proper validations and error messaging
3. Programming and testing techniques are aligned to application development standards
4. Arranges project requirements in programming sequence by analyzing requirements; preparing a work flow chart and diagram using knowledge of computer capabilities, subject matter, programming language, and logic.

Working Relationships:**Internal**

- Systems Programmer
- Manager ICT
- Users – clarification of procedures and specifications

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External

- Software vendors

Major Challenges:

- Increase output and reduce system delivery time.
- Ensure continuous development via initiative for personal IT knowledge growth.
- To ensure HAFs Information system operations are running with least disruptions.

Competencies, Experience and Qualifications:

The following competencies, experience and qualifications are required to do this job:

- Bachelor's degree in Information Systems/Computer Science
- 4 year's work experience in MS.Net platform and MS SQL Server and Oracle administration, querying and development;
- Thorough understanding of design and implementation of management software, database management, enterprise application integration, program testing and business analysis;
- Good systems and process analysis skills;
- Must be a team player committed to working in a continuously improving and developing environment;
- Independent decision-making capability and proactive problem-solving skills;
- Highly developed negotiation and relationship building skills; and
- Good verbal and written communication skills
- Must be a strategic thinker and possess excellent interpersonal, analytical and presentation skills;
- Proven ability to work within tight deadlines and with minimal supervision;
- Strong service orientation; and
- Must possess a valid 2 driver's license.

Salary Range:**Category: 2****Position Holder:****Date:****Manager ICT:****Date:****General Manager Finance & Administration****Date:**