

Job Title: Programmer (Assistant Principal)
Department: Information Services
Unit: Development

General Responsibilities

1. Translate design specifications into computer programs using the appropriate language.
2. Test program modules for correctness.
3. Prepare documentation (both user and technical) on all programs produced.
4. Integrate program modules into packages for distribution.
5. Maintain and enhance application systems.
6. Troubleshoot and solve problems encountered by users of application systems.
7. Provide end-user support for business applications (Sun Financials, Bankmaster, HR Plus V4, AREMOS and Aperta Document Processing System) whenever necessary.
8. Assist in the assessment of software packages.
9. Keep abreast with the latest developments in Information Technology, in particular software development/implementation methodologies, software maintenance and database technology.
10. Carry out any other related duties, consistent with the work of the Department, that may be assigned from time to time.

Knowledge and Experience

1. Knowledge of structured programming techniques.
2. Knowledge of relational database technology. This should be manifested through working knowledge of some or all of the following database environments:
 - a) Microsoft SQL Server
 - b) Sybase SQL Anywhere
 - c) Microsoft Access
 - d) Pervasive SQL
3. Knowledge of object oriented and/or client/server application development environments such as Microsoft Visual Basic 6.0, Borland Delphi and Java would be advantageous.
4. Working knowledge of the Windows (200/XP/2003) operating system would be advantageous.
5. The incumbent is expected to demonstrate:
 - a) good interpersonal, verbal and written communication skills;
 - b) the ability to work as part of a team; and
 - c) creative thinking and problem solving skills.

JOB SPECIFICATION

PROGRAMMER (ASSISTANT PRINCIPAL)

- Degree in Computer Science, Information Systems or related field
- Diploma in Computer Science, Information Systems or related field
PLUS the Microsoft Certified System Developer (MCSD)
Certification.
- Degree in Mathematics, Accountancy or Management and at least
one (1) year's relevant IT experience preferably in programming.
- Diploma in Computer Science, Information Systems or related field
and at least two (2) years' relevant IT experience preferably in
programming.