

University of Houston – Clear Lake

Position Description

Job Title: **Client Server Operating Systems DB Analyst I**

Job Code: **3944**

Pay Grade: **005**

FSLA: **EX**

Location: **UHCL**

Retirement Program: **TRS**

QUALIFICATIONS

	REQUIRED	PREFERRED
Education	Bachelor's degree in Computer Science, Computer Information Systems or Management Information Systems.	Bachelor's or Master's degree in Computer Science.
Experience	One year of comprehensive experience in software development. One year of experience with JAVA, C, C++, or PL*SQL. One year of experience with the ORACLE RDBMS, Microsoft SQLSERVER, Microsoft ACCESS, or other relational database management systems using ODBC. Educational experience may be substituted.	One year operating systems maintenance support on Windows Server or Unix or Linux platform. One year experience in software development using COM or ADSI. One year experience in software development using Visual Basic, HTML, or Java Script.
License/Certification		

This position may be security sensitive requiring a background check of the final candidate.

POSITION SUMMARY

This position will work as part of the Application Support team to develop web enabled client server applications and operating systems infrastructure software using a variety of software development tools and database technologies. The Client Server Operating Systems Database Analyst I processes and applies a wide knowledge of operating systems integration with database technology to achieve automation and monitoring of critical systems management tasks in a client server environment. The Operating Systems Database Analysts I will utilize ORACLE DBMS, MS SQLServer, HTML, C, ORACLE, C++ PL*SQL, ADSI, COM, DCOM, JAVA, JAVA Script, and Windows Server utilities to automate and maintain the enterprise operating systems and database environments. The Client Server Database Analyst 1 works with broad specifications provided from a lead person, supervisor, system managers or other technical personnel. The Client Server Database Analyst I interacts independently with the necessary staff to develop more detail specifications or program flow as needed. The Clientserver Database Analyst I develops and delivers application documentation, end-user training, and may at times assist the System Management staff with software or hardware installs and troubleshooting.

Duties and responsibilities

% Time

Development and maintenance of clientserver operating system applications using a variety of development tools.	60
Development and maintenance of applications.	15
User training to include one-on-one and organized group classes. Professional training to include attendance at seminars, organized classes, and one-on-one, training with other team members	15
Preparation of program and user documentation.	10

This position description describes the general qualifications, duties and responsibilities of work being performed.