

University of Houston – Clear Lake

Position Description

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

Job Code: **3946**

Pay Grade: **007** FSLA: **EX**

Location: **UHCL**

Retirement Program: **TRS**

QUALIFICATIONS

| | REQUIRED | PREFERRED |
|-----------------------|--|--|
| Education | Bachelor's degree in Management Information Systems, Computer Science or Computer Media. | Bachelor's degree in Management Information Systems or Computer Science. |
| Experience | Four or more years of comprehensive experience or equivalent combination of education / experience in software development and operating systems maintenance support in a Microsoft Windows NT using HTML, COM, DCOM, ADSI, HTML, JAVA script, JAVA, and C or C++. Two or more years experience using PL*SQL, or SQL. One or more years of application design using ORACLE RDBMS or Microsoft SQLSERVER using PL*SQL, C, C++, or JAVA. | |
| 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 clientserver applications and operating systems infrastructure software using a variety of software development tools and database technologies. The Clientserver Operating Systems Database Analyst 3 processes a comprehensive knowledge of client server application architecture and project planning related to complex operating system integration models and upgrades. The Operating Systems Database Analysts 3 has an indepth knowledge of RDBMS technologies such as ORACLE RDBMS or MS SQLServer and a indepth comprehension of HTML, C, C++ PL*SQL, ADSI, COM, DCOM, JAVA, JAVA Script, and NT utilities to evaluate and formulate technical project plans and requirements. The Clientserver Operating Systems Database Analyst 3 works with the necessary staff and vendor support personnel, management, and client server integration leads to plan project requirements and timelines. The Clientserver Operating Systems Database Analyst 3 directs the overall efforts of the project team and reviews milestone completion for all assigned projects. The Clientserver Operating Systems Database Analyst 3 provides project statuses to management and communicates project changes to the team members.

| Duties and responsibilities | % Time |
|--|--------|
| Perform analysis of project requirements and formulates project plans and implementation schedules. | 45 |
| Assist with project tasks and mentor project members. | 20 |
| Preparation of program and user documentation. User training to include one-on-one and organized group classes. Professional training to include attendance at seminars, organized classes, and one- | 15 |

| | |
|--|----|
| on-one, training with other team members. | |
| Conduct project and technical reviews. | 10 |
| Prepares project status reports and leads project briefings. | 10 |

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