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| **ENTERPRISE APPLICATIONS DEVELOPER** | | | |
| **Reports to:** | Manager, Infrastructure Systems and Applications Development | |  |
| **Dept:** | Academic Information Services | **Range:** | 37 |
| **FLSA:** | Exempt | **EEO:** | Professional/Nonfaculty |

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed by individual positions.*

### BASIC FUNCTION:

Under general supervision, perform a variety of professional technical functions involving appli­ca­tion production support of the district’s enterprise business systems including PeopleSoft patches and upgrades. Incumbents analyze, design, program, test, implement and maintain assigned modules; work with Business Systems Analysts, users and other Academic Informa­tion Services staff to resolve applications and database problems and other business and oper­ational issues; and perform related duties as assigned.

### DISTINGUISHING CHARACTERISTICS*:*

Enterprise Applications Developer is the journey-level position in the Enterprise Applications Developer series. The Enterprise Applications Developer is distinguished from Senior Enterprise Applications Developer by the former’s responsibility for performing a variety of technical journey-level functions involving the analysis, design, development, testing and implementation of enterprise business systems, while incum­bents in the latter class work on technical assignments involving broader, more complex design and development issues.

### ESSENTIAL DUTIES & RESPONSIBILITIES:

*The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.*

1. Define scope, boundaries and deliverables for assigned applications development projects to meet user requirements; translate system specifications/requirements into logical system processes; design and develop systems and/or subsystems to meet user needs; write or modify and test program code, using standard applicable software development tools and programming languages; prioritize workload with current requests and departmental needs; debug, correct and maintain systems and programs developed by applications development staff.
2. Provide application production and user support for assigned modules of the enterprise system; analyze and troubleshoot functional and technical problems including database, hardware, software and communication-related errors; research enterprise system and inter­face documentation; identify errors and work with Senior Applications Developers, Business Systems Analysts, other Academic Information Services staff, vendor representa­tives and users to make necessary changes to solve problems; serve as a technical resource to district users for assigned applications.
3. Participate on teams for software development projects involving major enhancements or upgrades of enterprise-scale systems; analyze system data, processes and system inter­actions to identify and evaluate the impact of maintenance on and enhancement changes to ongoing production; review methods to access, use and/or migrate data and convert legacy systems to new technologies; plan and perform system enhancements and maintenance.
4. Participate in the implementation of PeopleSoft system patches and upgrades and test activities for regulatory updates and system-level upgrades; reconcile customizations to baseline code with code updates provided by product vendor.
5. Participate in the design, development and maintenance of data-level integrations and ETL processes between PeopleSoft Enterprise and related enterprise applications, including real-time web services-based integrations; perform PeopleSoft security analyses of roles, permission lists, web libraries, queries and database security grants and privileges.
6. Serve as project lead on a development team for small stand-alone applications develop­ment and maintenance assignments; work closely with customers and Business Systems Analysts to set priorities, task lists, time estimates and acceptance criteria; coordinate the completion of project tasks to meet time, quality and cost expectations; use adaptive project management techniques and methods to guide project development; regularly meet with customers to review project status and resolve development and implementation issues.
7. Develop custom queries and reports to meet user requirements; write program code to extend system functionality, incorporate new subsystems and make other applications changes and updates; develop test environments and participate in conducting and analyz­ing the results of system testing processes to ensure performance against application requirements; develop user and applications documentation.
8. Provide on-call support for enterprise applications.

### OTHER DUTIES:

1. Stay abreast of industry trends and changes in information technology to keep knowledge and skills current.
2. Evaluate new technology solutions and make recommendations to senior staff on procure­ment specifications and product fit.
3. May participate in peer code review and in the development of software standards.
4. Perform related duties as assigned.

### KNOWLEDGE AND ABILITIES:

### KNOWLEDGE OF:

1. Concepts, principles, techniques and applications of computer systems, analysis, design, programming and documentation.
2. Systems design principles and applications development methodologies, tools and utilities applicable to the district’s enterprise system.
3. Relational database concepts, database architectures, standard database software and general Oracle database structure and administration.
4. Principles and techniques of program planning, job scheduling and related control require­ments.
5. Principles and methods of systems analysis, including business process and entity relation­ship analysis tools and methods.
6. Programming theory and applicable programming languages.
7. Systems integration design concepts.
8. The systems development life cycle.
9. Functions, capabilities, characteristics and limitations of standard platforms, operating system software and devices.
10. Basic network architecture and design concepts.
11. District organization, operations, policies and objectives.
12. Safety policies and safe work practices applicable to the work.
13. Written and oral communication skills including correct English usage, grammar, spelling, punctuation and vocabulary.

### ABILITY TO:

1. Analyze, design, program, install and maintain computer systems.
2. Balance responsibilities for multiple projects to ensure timely results in accordance with established standards.
3. Evaluate alternatives and make sound, independent decisions within established guidelines.
4. Troubleshoot and diagnose system problems and install fixes or make repairs in areas of responsibility.
5. Operate a variety of computer software applications and peripheral equipment.
6. Understand and apply the analysis of functional requirements to the development of systems proposals, specifications and recommendations for efficient, cost-effective technology solutions.
7. Read, interpret, explain and apply technical information on business processes, software and hardware to technical and non-technical users.
8. Prepare clear and concise computerized reports and accurate documentation.
9. Set priorities and organize work to complete project responsibilities efficiently and effectively.
10. Keep technical skills current to meet continuing applications development assignments.
11. Communicate effectively, both orally and in writing.
12. Understand and follow written and oral instructions.
13. Operate a computer and standard business software.
14. Demonstrate sensitivity to and understanding of diverse academic, socioeconomic, cultural, ethnic and disability issues.
15. Establish and maintain effective working relationships with all those encountered in the course of work.

### EDUCATION AND EXPERIENCE:

Graduation from an accredited four-year college or university with a bachelor’s degree in computer science, management information systems or a related field, and three years of progressively responsible experience in systems analysis and applications design/devel­op­­ment; or an equivalent combination of training and experience.

Experience with PeopleSoft is preferred.

### LICENSES AND OTHER REQUIREMENTS:

A valid California driver’s license and the ability to maintain insurability under the district’s vehicle insurance program.

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:**

Periodic project lead responsibilities.

**CONTACTS:**

Department Vice Presidents, Deans, department managers and staff, Business Systems Anal­ysts, Academic Information Services staff, students, faculty, vendors and the general public.

**PHYSICAL EFFORT:**

*The physical efforts described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Primarily sedentary with intermittent standing, walking, bending and stooping; occasional light lifting and carrying of objects weighing up to 25 pounds; ability to travel to a variety of locations on and off campus as needed to conduct district business.

**EMOTIONAL EFFORT:**

Ability to develop and maintain effective working relationships involving interactions and com­munications personally, by phone and in writing with a variety of individuals and/or groups from diverse backgrounds on a regular, ongoing basis; ability to work effectively under pressure on a variety of tasks concurrently while meeting established deadlines and changing priorities.

**WORKING CONDITIONS:**

Primarily business office environment; subject to frequent contact and inter­ruption; intermittent exposure to individuals acting in a disagreeable fashion; may work at any district location or authorized facility with occasional evenings and/or weekends on an as-needed basis. Occa­sional local travel may be required.