

## Job Description

**Job Title:** Programmer  
**Department:** Application Development  
**Reports to:** Team Leader – Applications Development  
**Location:** Headquarters – Pittsburgh  
**Exempt Status:** Exempt

### SUMMARY

Reporting directly to the Team Leader – Applications Development or the Vice President of Technology, this position is primarily responsible for application architecture, design, and build out assuring that all applications conform to customer and business requirements. Specific responsibilities may vary from time-to-time and by position focus or business needs.

### ESSENTIAL DUTIES AND RESPONSIBILITIES (Other duties may be assigned.)

- Interface and work collaboratively with quality assurance, customer support, or other team members to resolve bugs or other application programming issues.
- Perform advanced quality assurance duties as required.
- Conduct high priority application revisions and fixes as required
- Work with project managers and senior programmers to develop application specifications that meet customer requirements
- Perform application support and maintenance by writing code and programming of applications as required
- Perform basic programming tasks as directed including, but not limited to writing code, documentation, data extraction and collection, report generation (defined and ad hoc), and first level testing.
- Create documentation for new development, module changes, release notes, and other application changes as needed.
- Develop advanced domain knowledge to thoroughly understand behavior science applications and services and their application to government and end-user requirements.
- Assist with application architecture and design including individual components, framework, and overall application functionality.
- Design and programming in support of generic solutions, independent logic modules, components, and services.
- Update and maintain information within applicable databases
- Create database application programming interfaces (API's) and database table formats
- Other duties as assigned.

## **EDUCATION AND EXPERIENCE**

- Bachelor of Science degree in Computer Science, Information Science, Management Information Science, Electrical Engineering or related discipline or equivalent experience.
- A minimum of 5 years of experience with MS.Net/SQL Server programming
- Experience in advanced programming languages that may include:
  - Visual Basic
  - C#, C++
  - .NET 1.1
  - Java Script
  - Crystal Reports
  - HTML
  - AJAX
  - Web interface design tools
- Demonstrated proficiency with applications and software development life cycle
- Working knowledge of Microsoft Office Suite

**COMPLIANCE REQUIREMENT** *Comply with all relevant information security policies and regulations, including HIPAA.*

**PHYSICAL DEMANDS** *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Incumbent will work primarily in an office environment and will be required to sit for extended periods of time and move from office to office or to conference rooms as needed. Incumbent will be required to use a PC with keyboard for extended periods of time and use a telephone. Incumbent may be required to lift objects up to 50lbs.

**WORK ENVIRONMENT** *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The work location is a climate controlled indoor office. Incumbent may be required to visit locations outside of the office from time-to-time. Incumbent will be expected to work in several projects/assignments simultaneously and may need to work outside of core operating hours as requested.

## **COMPETENCIES**

- Analytical Skills
- Attention to detail

- Intellectual Curiosity
- Time Management
- Interpreting and Understanding Needs
- Communications