**LEVEL DEFINITION**
This level covers positions responsible for providing technical advice on network and system applications; or positions programming small modules in larger departmental applications according to detailed specifications.

**TYPICAL RESPONSIBILITIES**
May include: providing technical advice on network and system applications; providing advice to users regarding security, equipment configuration and selection of programming language; programming small modules of larger departmental applications according to detailed specifications; preparing flow charts; designing basic record and report formats; preparing programming documentation of assigned programs in accordance with prescribed standards; and assisting with management and development of trainees.

**DECISION MAKING / LEVEL OF ACCOUNTABILITY**
Makes decisions within established guidelines regarding the application of computing devices or programs to meet set requirements or makes decisions regarding solutions to defined problems.

**SUPERVISION RECEIVED**
Works autonomously in accordance with general instructions as to methods and procedures. Work is reviewed in terms of achievement of desired results.

**SUPERVISION EXERCISED**
May manage staff and be responsible for hiring, evaluation, discipline and termination.

**MINIMUM QUALIFICATIONS**
Undergraduate degree in a relevant discipline. Minimum of two years of related experience, or the equivalent combination of education and experience.