



## JOB DESCRIPTION

<b>Division:</b> IT <b>Department:</b> ADM <b>Area:</b> All
<b>Department/Area Function:</b> Develops and maintains software applications supporting DTCC's businesses
<b>Position Title:</b> Junior Programmer
<b>Grade:</b> 86, 86T
<b>Position Summary:</b> This is an entry-level position and the incumbent will participate in the analysis of project requirements and development of technical specifications for assigned project work. Develops, tests and installs code for existing or proposed business applications and/or computer systems. Assists in procedural and code documentation for assigned projects. Completes assigned project work with immediate supervision. Has limited knowledge in specific programming languages.
<b>Principal Responsibilities:</b> <b>Application Design</b> <ul style="list-style-type: none"><li>• Develops detailed flowcharts to show processing logic for simple programs</li></ul> <b>Application Development</b> <ul style="list-style-type: none"><li>• Develops, codes and tests computer programs for small straightforward projects</li><li>• Revises and debugs programs</li><li>• Enhances system performance under direct supervision</li><li>• Provides application and user support and performs troubleshooting</li><li>• Provides production support as necessary</li></ul> <b>Testing</b> <ul style="list-style-type: none"><li>• Creates test transactions and runs component, assembly, and system tests for conformance to standards and adherence to design specifications</li><li>• Conforms with quality assurance test standards</li></ul> <b>Documentation</b> <ul style="list-style-type: none"><li>• Designs, develops, and maintains documentation for the user describing the installation, use, and customization of products and services using the most appropriate delivery mechanism (e.g. hardcopy, hypertext, online help).</li></ul>
<b>Experience:</b> n/a
<b>Knowledge and Skills Required:</b> <ul style="list-style-type: none"><li>• Must possess strong interpersonal and writing skills</li><li>• Must possess strong analytical</li><li>• Experience with JAVA through coursework or practical experience is a plus.</li><li>• Experience with UNIX O/S and RDBS/data modeling</li></ul>
<b>Education, Training &amp;/or Certification:</b> <ul style="list-style-type: none"><li>• Bachelor degree in technical discipline or related degree required</li></ul>
<b>Supervision Exercised:</b> n/a
<b>Reports To: (cite Title and Incumbent's Name)</b> Team Lead