The County of Santa Barbara is seeking a Systems & Programming Analyst, Senior for the Social Services Department located in Santa Maria. The information technology team for the Social Services Department serves the largest department of the County. The Department has four branches, over 700 employees in multiple locations throughout the county, with the three major locations in Santa Maria, Lompoc and Santa Barbara. **This is a great job for the right candidate who wants to support Social Services staff who are dedicated to making a difference for those who live in Santa Barbara County.**

This is an exciting opportunity for someone who is looking for a dynamic career in a fast-paced environment, likes to wear multiple hats and regularly uses a wide range of skill sets to manage a variety of tasks, projects and challenges.
– THE POSITION –

This is the project leader and/or lead level in the EDP Systems and Programming Analyst series. Positions at the senior level in the series are distinguished by ongoing responsibility for supervising or leading a team of IT professionals or computer application users in the development or enhancement of application software. Senior EDP Systems and Programming Analysts are distinguished from Departmental Data Processing Managers in that incumbents focus on the technical design, development, and enhancement of application systems.

– THE IDEAL CANDIDATE –

Our ideal candidate will be an experienced supervisor, influential leader and a skilled communicator in addition to having IT experience, our ideal candidate will be able to understand, at a high level, the needs and challenges of the other Departments Division and propose technological solutions to meet those challenges. They are able to plan, lead, prioritize and adequately allocate resources to multiple IT projects concurrently. It is critical that our candidate have the skills and ability to assess the value of IT systems, including integration, implementation, and maintenance components. They must articulate their recommendation for IT solutions and/or operational changes to technical and non-technical stakeholders, presenting risk/benefit, compliance and financial assessments as well as technical benefits. We are looking for a self-starter, with an outstanding ability to balance competing priorities and use sound decision making and judgment skills. The ideal candidate will be solutions oriented, a quick study, work effectively in a fast-paced environment, and thrive in a team environment.

– EXAMPLES OF DUTIES –

- Plans, schedules, coordinates, and participates in the development, testing, and implementation of computer applications; consults with current and proposed computer applications users on the feasibility of proposed systems and changes to existing computer applications; analyzes ongoing computerization needs; identifies alternatives; estimates cost and timing of application modifications and new systems development; proposes computer-based solutions for department operating needs.
- Leads or supervises the monitoring of system operations and the correction of system operations problems; develops and implements solutions to problems; confers with
departmental staff, vendors, and technical support personnel regarding changes in operating procedures and systems design.

- Leads or supervises and participates in the writing of technical specifications for system and program design; leads or supervises the writing of procedures for operation and maintenance.
- Leads or supervises staff assigned to modify, enhance, or add modules to current programs; adapts purchased software systems to conform to hardware used by department and to department requirements; designs procedures for testing new and revised software; leads or supervises the testing of new and revised systems for conformance with specifications and to identify and correct problems.
- May review the performance of staff; provides training and assistance to assigned staff; may make recommendations regarding the hiring and disciplining of employees.
- Conducts formal and on-the-job training for systems users in the capabilities and use of computer software.

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**THE COUNTY**

Santa Barbara County government is a service-oriented organization with a $1.148.0 million budget. The County has 23 departments, and a workforce of approximately 4,300 employees. The region offers a paradise-like setting for tourists, vacationers and more than 440,000 residents, and is one of the most beautiful areas in California. The County of Santa Barbara hugs the southern California coastline, and is 100 miles northwest of Los Angeles, adjacent to San Luis Obispo and Ventura counties.

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**EMPLOYMENT STANDARDS**

1. Completion of 24 quarter/18 semester units of college-level courses in the principles and methods of systems analysis, systems design, computer program design, computer programming using a language utilized by the hiring department, and information system technology; and FOUR YEARS of increasingly responsible applications analysis experience for the type of business application and computer environments used by the hiring department; OR

2. Two years of experience as an EDP Systems and Programming Analyst II with Santa Barbara County for the type of business application and computer environments used by the hiring department; OR,

3. A combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities.
Knowledge of: Principles and methods used in analysis and development of data processing applications; principles of systems and procedures analysis; uses and limitations of data processing applications; principles of information entry, storage, and retrieval; programming languages applicable to systems in use; current developments in data processing; operating capabilities of common hardware configurations; principles and techniques of computer programming; basic math to develop simple equations in programming applications and to estimate costs of systems; and basic principles of electronic data communication; principles of project management.

Ability to: define problems, collect and analyze data, validate conclusions, and make recommendations; modify and write programs for efficient applications; write instructions and procedures; write systems and programming documentation; prepare clear and concise memos and written reports; identify and take corrective actions to solve problems in programs and production systems; communicate on technical issues with individuals with varying degrees of computer familiarity; apply advanced programming languages and programming tools; establish and maintain effective working relationships with users and others contacted in the course of work; read and interpret technical instructions used for such tasks as coding and operating systems; organize work and set priorities to meet deadlines; work within prescribed time constraints; develop data processing systems for efficient operations; plan, coordinate, and initiate actions necessary to implement recommendations; and work independently with minimal supervision.

Desirable Qualifications:
Knowledge of: Basic principles of electronic records management to design or modify programs, bookkeeping to design or modify programs, and budgeting to design or modify programs; basic principles of supervision; and principles of database design.

– APPLICATION & SELECTION PROCESS –

HOW TO APPLY:
Apply online at: www.sbccountyjobs.com by completing the application and required supplemental questions in its entirety. For first consideration apply by 3/10/2020 by 5pm PST.

SELECTION PROCESS:
1. Review Minimum Qualifications. Applications will be reviewed for minimum qualifications.
2. Supplemental Questionnaire Ranking. Applicants who meet the minimum qualifications will have their responses to the required supplemental questionnaire evaluated and scored. Candidates' final score and rank on the employment list will be determined by their responses to the supplemental questionnaire.

Candidates must receive a percentage score of at least 70 on the supplemental questionnaire to be placed on an employment list. An adjustment may be made to raw scores based on factors listed in Civil Service Rule VI. Those candidates who are successful in the selection process will have their names placed on the employment list for a minimum of three months. At the time the employment list is established, all candidates will receive an email notice of their score on the exam(s), rank on the employment list, and exact duration of the employment list. Human Resources will notify you by mail if your name is removed.
Reasonable Accommodations: The County of Santa Barbara is committed to providing reasonable accommodation to applicants. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the recruiter listed on the job posting. We require verification of needed accommodation from a professional source, such as a Medical Provider or a learning institution.

The County of Santa Barbara is an Equal Opportunity Employer (EOE) who believes a diverse workforce is vital to upholding its mission. Recruiting efforts are designed to find, hire and retain top talent of various background and, experiences. We believe a diverse workgroup promotes productivity and cultural acceptance where differences are embraced and encouraged.

Questions? Contact recruiter Natalie Alvarado at NAlvarado@sbcountyhr.org.