



MADISON, CITY OF (WI)
invites applications for the position of:

Applications Developer (IT Specialist 3)

SALARY: \$33.35 - \$40.08 Hourly
\$2,584.31 - \$3,105.87 Biweekly
\$5,599.34 - \$6,729.39 Monthly
\$67,192.06 - \$80,752.62 Annually

COMP. GROUP/RANGE: 18/10

JOB TYPE: PERMANENT FULL TIME

DEPARTMENT: Information Technology Department

OPENING DATE: 01/30/18

CLOSING DATE: 03/04/18 11:59 PM

GENERAL DESCRIPTION:

The City of Madison's Information Technology Department has an exciting career opportunity. We are currently looking for a highly adaptable I.T. professional to provide primary application development and support for City software. This type of work typically involves application programming, scripting, report writing, and application configuration against a Microsoft SQL database.

Work is performed under the general direction of a senior level IT professional or supervisor.

The successful candidate would be focused on innovative local government information management, committed to the highest levels of ethical behavior and aligned to help foster inclusive services in an equitable manner and at an exceptional value to the residents of Madison.

If you are looking for a career in Information Technology with great benefits, the City of Madison offers a competitive [benefits package](#), including a generous leave package, a variety of insurance options at a low cost to employees, and non-traditional benefits such as flexible work schedules and a free City bus pass.

EXAMPLES OF DUTIES AND RESPONSIBILITIES:

Software Related Tasks:

- Write, test and implement software code;
- Adhere to standards to ensure proper controls and security within code modules;
- Prepare documentation for users;
- Document customizations;
- Configure application interfaces and workflows;
- Test customizations and new functionality;
- Train customers on use of systems;
- Prepare and conduct data conversion tasks;
- Create digital reports for end users;
- Conduct administrative functions, such as setting up users, groups, permissions, etc;
- Troubleshoot user and system issues and coordinate with vendor to resolve;
- Perform business analysis to document customer requirements.

Internal Administrative Tasks:

- Include racial equity and social justice considerations in project and initiatives;
- Attend training on technologies as needed;
- Participate in team meetings;
- Perform recordkeeping functions;
- Participate in analysis meetings;
- Participate in on call rotation.

Perform related work as assigned.

MINIMUM QUALIFICATIONS:

- Six years of professional experience in application programming and support, including the following technical knowledge or experience:
 - RDBMS systems, such as Microsoft SQL;
 - Windows desktop OS;
 - Microsoft Office Suite of products;
 - Object-oriented and scripting languages, such as T-SQL, JavaScript, PHP, .NET (VB or C#), and XML constructs; and
 - Report writing tools, such as SSRS or Crystal Reports.
- An Associate's or Bachelor's degree in computer science or a related field may be substituted for two of the six years of directly related experience.

The City of Madison strives to provide exceptional customer service to all its residents and visitors. Therefore successful candidates will have demonstrated ability to effectively work with multicultural communities.

For a complete list of the Knowledge, Skills, and Abilities, please see the [IT Specialist 3 class specification](#).

SPECIAL REQUIREMENTS:

Ability to meet the transportation requirements of the position.
Employees are expected to participate in on call rotation.

Physical Requirements:

Work is primarily sedentary in nature and performed in an office environment. Employees will be expected to use standard office equipment such as a telephone, computer, calculator, copier, and fax machine. Employees may be expected to visit sites throughout the City in order to troubleshoot issues.

THE CITY OF MADISON IS AN EQUAL OPPORTUNITY EMPLOYER FUNCTIONING UNDER AN AFFIRMATIVE ACTION PLAN. WE ENCOURAGE PEOPLE OF COLOR, WOMEN AND INDIVIDUALS WITH A DISABILITY TO APPLY.

It is your responsibility to list all related jobs, correct dates of employment, average number of hours worked per week, etc. Be sure to place the complete job title on your application. If you wish to provide additional or supplemental information, please provide a resume in addition to the formal application. If you are still employed please indicate this. Failure to provide accurate and complete information may result in you not being considered for this position.

All applicants are notified by email of the status of their application in each selection process. Those applicants invited to exams will receive an email notice of the date, time, and location. Alternate exam dates/times are not available except in the case of an emergency. Emergency situations are reviewed on an individual basis. Conflicting work hours are not considered an emergency. Exams are job specific and are developed based on the duties to be performed and the criteria listed under the Knowledge, Skills and Abilities section of the job announcement. Exam results are generally available within 2 weeks of the exam, and will be emailed or may be accessed through your NEOGOV account. Due to the volume of exams given by our office, exam scores are not available via telephone.

As an employer, the City of Madison places a strong emphasis on customer service and strives to provide a working environment where: Engagement and equity are supported; Diversity and differing opinions are valued; Teamwork and open and honest communication are encouraged; Meeting customer needs through quality service is a common goal; Creativity is encouraged; Continuous learning and improvement is fostered. Come be a part of the team!

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cityofmadison.com/jobs>

Position #2018-00036
APPLICATIONS DEVELOPER (IT SPECIALIST 3)
JT

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