

# CITY OF NORTH MIAMI EMPLOYMENT ANNOUNCEMENT

OPEN  
NON-COMPETITIVE  
CS-1364

PROGRAMMER/ANALYST (117)  
\$44,963.88 - \$66,902.16/year\*  
(Recruitment # 00093)

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NON-COMPETITIVE  
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Applications for this classification will be accepted until **4:45 P.M., Friday October 26, 2012**  
Following review of candidates' applications by the Personnel Department, qualified applicants will be placed on an Eligible List in alphabetical order. **Only those applicants who most closely meet the specific requirements for the position will be contacted for an interview.**

**You must provide an email address. Emails can be set up at your local public library. If no email address is provided, you will not be notified of your status and will not be considered for the position.**

## GENERAL STATEMENT OF DUTIES:

This is a highly skilled technical work in the development of management information systems and various departmental support systems from inception through implementation, combining the resources of electronic data processing and manual procedures.

An employee in this class is responsible for providing technical and analytical assistance in computer programming and solving data communication problems for the City. Confering with departments to determine programming requirement; Develop and writes code in various programming languages; Develop custom reports using Crystal reports for various systems; Provide training to other programmers and users to ensure that certain computer processes are done on a timely manner without errors. Work is performed under the supervision of an administrative superior and is reviewed for the achievement of desired results.

## REQUIREMENTS:

1. Bachelor's degree with major course work in computer science, management information systems (**proof required at time of application**).

OR

2. Associates degree with major course work in computer science, management information systems plus two (2) years experience (**proof required at time of application**).

Must also be proficient in:

- Microsoft SQL
- ASP .Net
- Java Script
- Advanced HTML Programming (**proof required at time of application**)

3. Valid Florida Driver License (**copy required at time of application**).

Evaluation of education, training and experience as included in candidate's application. Only the most qualified candidates will be contacted by email for an interview.

\* Includes 2.5% Job Basis in lieu of overtime

**Current North Miami Employees** must complete an application with all work experience relevant to position applying for. In addition, copies of all documents requested must be submitted at time of application. Only information provided at time of application will be reviewed for eligibility. Personnel Administration will not review employee's personnel file or consider personal knowledge of applicant when determining eligibility.

Candidates must pass a background investigation and medical examination prior to employment. Per Federal law, we hire only U.S. citizens or lawfully authorized aliens who provide proof of their identity and employment eligibility.

**VETERAN'S PREFERENCE** will be given to eligible veterans and spouses of veterans as outlined in Florida Administrative Code 55A-7, Florida Statutes, Chapter 295 & Chapter 2003-42 Laws of Florida. Candidates claiming veteran's preference must present original or certified copy of DD214 and proof of disability dated within the last twelve (12) months (if applicable) at time of application.

**REASONABLE ACCOMMODATION:** Personnel Administration will make efforts to reasonably accommodate persons in the examination process. Please advise of special needs in advance by calling (305) 895-9866. The hearing impaired may call (305) 893-7936 (TTY line) for information.

**APPLY IN PERSON:** Personnel Administration, City Hall, 776 N.E. 125 Street, 8:00 am to 4:45 pm Monday through Friday. Applications available on the City website ([www.northmiamifl.gov](http://www.northmiamifl.gov))

THE CITY OF NORTH MIAMI MAINTAINS AN ALCOHOL AND DRUG FREE WORKPLACE AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, GENDER, NATIONAL OR ETHNIC ORIGIN, AGE OR DISABILITY.

**EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER.**