



A workers' compensation and injury management scheme that works for all

JOB DESCRIPTION FORM

ANALYST PROGRAMMER

LEVEL 5 (02203840)

Key responsibilities

Undertake the analysis, design, development, implementation and support of new and existing information systems to meet business requirements in accordance with departmental standards.

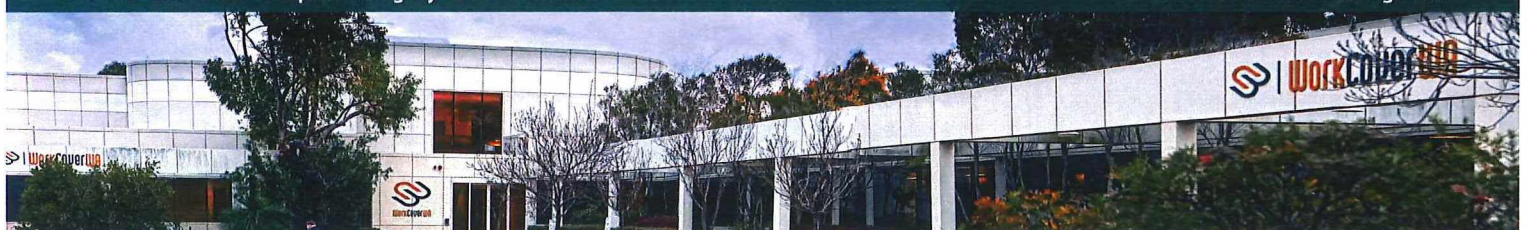
Statement of duties

Analysis, Design, Development, Implementation and Support

- Undertakes the analysis and specification of information systems to meet business requirements.
- Ensures systems designs are aligned to business requirements and are matched to other organisational processes and systems.
- Undertakes comprehensive application development work and conducts peer reviews.
- Conducts testing, defines test strategies and provides advice to business users on suitable test strategies.
- Implements information systems in accordance with departmental standards.
- Provides support for information systems, including undertaking preventative maintenance, determination of the cause of application faults and implementing fixes.
- Consults to senior user managers, negotiates requirements and system acceptance criteria.
- Provides advice on technical issues to achieve the design, development, implementation and support of effective systems.
- Undertakes other duties as directed.

Other

- Participates in the development and achievement of WorkCover WA's business plan, divisional plans, policies, practices and procedures.
- Maintains an awareness of significant trends and developments in information technology.
- Participates as a member of the Corporate Resources Division and performs other duties as directed.



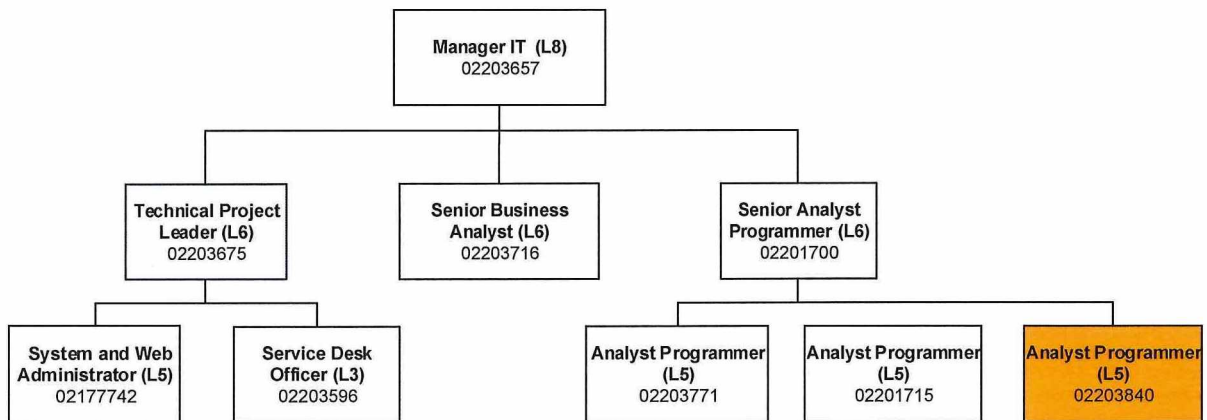
- Participates in the Performance and Development Agreement system.
- Complies with the requirements of the Agency Code of Conduct and all relevant legislation including EEO, OSH and Records Management.

Personal Characteristics

- Committed to a strong work ethic and self improvement.
- Customer focused.
- Exhibits personal integrity and professionalism.
- Innovative.

Reporting relationships

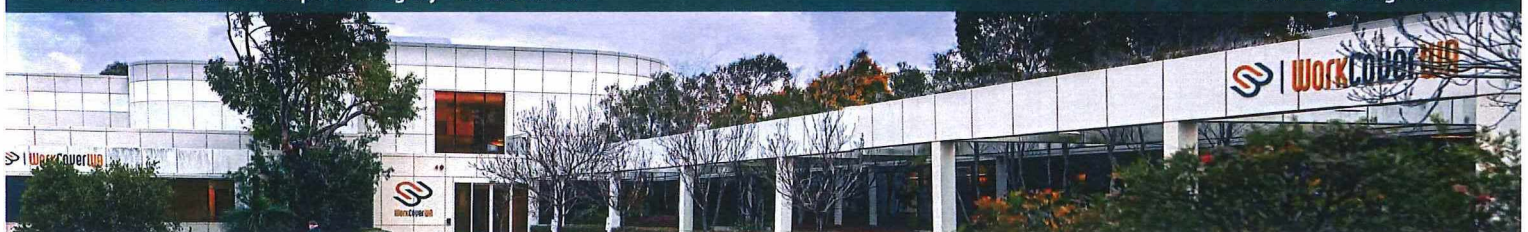
Scheme and Corporate Services Division Information Technology Branch



Selection criteria

Essential

1. Demonstrated experience and ability in the development and deployment of applications using the following (as a minimum):
 - a. Web-based front-end;
 - b. Microsoft.Net Framework;
 - c. Microsoft SQL Server.
2. Demonstrated experience in the analysis, design, development, testing, implementation and support of new and existing information systems.



3. Relevant tertiary qualifications and/or Microsoft certification.
4. Demonstrated verbal and written communication skills, including the ability to produce technical and non-technical documentation.
5. Well-developed conceptual, research and problem solving skills.

Desirable

1. Experience in Microsoft Business Intelligence development tools, including SSIS, SSAS and SSRS.

Certification

The details contained in this document are an accurate statement of the position's responsibilities and requirements as at 4 April 2018.



General Manager



A/Chief Executive Officer

