

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Application Developer – MS Access VBA
Salary:	\$65,000 – 80,000
Bureau/Division:	Bureau of Information Systems (BIS)
Period:	August 26, 2014 – Until Filled

JOB DESCRIPTION

The Bureau of Information Systems provides a full range of technology support services for key business functions and Charter mandated responsibilities of the Comptroller's Office. These services include: technology strategic planning, web site development, graphic design, disaster recovery, systems development, network administration, audio/visual services, business process re-engineering, change management, program management, security administration, help desk, computer operations, telecommunications, and document management.

Under the direction of the Director of Application Development, the responsibilities for the position of Application Developer include, but are not limited to, the following:

- Design, develop and deploy applications using MS Access VBA and SQL Server that are aligned with the business and technology strategies and meets requirements of the business;
- Maintain existing BIS applications by identifying and resolving issues in a timely manner and enhance the applications as requirements and business needs change over time;
- Document detailed application specifications, translate technical requirements in to programmed application modules and develop/enhance software application modules;
- Manage multiple priorities simultaneously, working towards successful and on-time completion of all projects;
- Perform other duties as requested by the reporting manager.

QUALIFICATION REQUIREMENTS

BA/BS from an accredited college including or supplemented by 24 semester credits in computer science, information systems or a closely related field, and five (5) or more years of progressively responsible full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming or data communications.

PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- 5+ years of development experience in MS Access.
- Experience in writing T-SQL queries, views, stored procedures, and functions in MS SQL.
- Experience in creating reports via SQL Server Reporting Services (SSRS).
- Knowledge and experience of all aspects of system development life cycle (SDLC).
- Excellent communication skills and ability to talk directly with business users.
- Ability to follow directions and stay on task to complete assigned work within designated time frames.
- Ability to work independently as well as a part of a small team in a fast-paced environment to drive issues through to completion.
- Experience in Microsoft SharePoint 2013 configuration and administration is a plus.

TO APPLY, GO TO:

Employment Opportunities at www.comptroller.nyc.gov

Certain residency requirements may apply.

We appreciate every applicant's interest; however, only those under consideration will be contacted.

Note: Vacancy notices listed as "Until Filled" will be posted for at least five work days.

POSTING DATE: August 26, 2014	POST UNTIL: Until filled	JVN: <u>015/15/006</u>
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The NYC Comptroller's Office is an Equal Opportunity Employer