Programmer Analyst/Project Manager

$58,955 / year or higher DOQ + [Full-Time County Benefits](#)

James City County Information Resources Management department seeks individual to perform responsible work analyzing programing needs, designing appropriate solutions, writing new programs, maintaining existing systems, assisting users, and operating the computer system.

Responsibilities:

- Represents the County and departments as project manager; works closely with and guides department staff to identify automation needs requirements; monitors project development.
- Develops computer desktop and browser applications; designs and flowcharts application interfaces and components; designs and builds layout and specifications; develops programs using standard programming principles and languages.
- Writes technical and end-user documentation; implements completed applications and trains end-users.
- Designs and manage SQL data warehouse environments including building ETL (extract, transform, load) scripting and managing security.
- Designs process flow, writes detailed specifications for in-house and outsourced computer application; guides department staff with acceptance procedures.
- Maintains existing applications and shared library of reusable programming code components using ASP.net, which are built in-house.
- Works closely with Accounting/Purchasing on extracting data, developing reports and assisting them in daily issues and efficiency gains.

Requirements:

- Any combination of education and experience equivalent to a Bachelor's degree in information sciences, computer science, or related field; some programming experience.
- Must possess, or obtain within 30 days of hire, a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
- Knowledge of Microsoft platform domain and desktop technology; internet technology and server software including Microsoft Internet Information System.
- Knowledge of Microsoft desktop operating systems and office solutions, particularly MS Access.
- Knowledge of desktop and browser development products; SQL database; including but not limited to Stored Procedures, Views, table design, index optimization, and CRUD operations.
- Knowledge of Sisense business intelligence tool preferred.
- Knowledge of accounting/purchasing processes and terminology preferred.
- Skill in use of computer software, especially Microsoft Office Suite.
- Ability to prepare technical documentation, reports, and presentations; manage time and to keep schedules; establish and maintain effective working relationships with users and vendors; and, make decisions and recommendations in accordance with established policies and procedures.

    Accepting applications until position is filled. Only online applications to our website will be considered. To apply, please visit the James City County Career Center at https://jobs.jamescitycountyva.gov