



**INFORMATION TECHNOLOGY SPECIALIST II, #00008**  
**(Working Title: Programmer Analyst/Consultant)**

J. Sargeant Reynolds offers a variety of programs and services to the residents of the City of Richmond and surrounding areas. Our three major campuses serve over 19,000 credit students, and provide training for an additional 15,000 students through the Community College Workforce Alliance. Over the years we have educated more than 275,000 people in the Richmond area. Additional information is available at the College's Website: <http://www.reynolds.edu>.

The College is seeking applicants for the position of Information Technology Specialist II, Pay Band 5. This position will be assigned to Department of Technology, Parham Road Campus, 1651 E. Parham Road, Richmond, VA 23228.

**TYPE OF APPOINTMENT:** Full-time classified position with state benefits.

**DUTIES:** This position analyzes business requirements to design and develop Information Technology solutions to support the College's mission and strategic plan in a multi-platform environment. The position will be responsible for designing technology solutions, developing application programs, testing for accurate outcomes, documenting the process, conducting user review, implementation, and user training. The position will perform necessary maintenance and apply upgrades to existing programs and systems in response to changing needs. Position will also provide functional user support and problem resolution.

**QUALIFICATIONS REQUIRED:** Considerable working knowledge of Information Technology methods and applications software for the design, development and maintenance of computer systems and programs in a multi-platform environment. A demonstrated ability to analyze business requirements and design appropriate solutions. Demonstrated proficiency in object-oriented programming, relational databases, and web-based application programming. Demonstrated ability to effectively communicate orally and in writing with users to provide documentation, training materials, and to troubleshoot problems. Demonstrated ability to work in a constantly changing environment, learning new application programming languages as required. Demonstrated ability to prioritize multiple tasks efficiently, and work cooperatively with others to resolve problems and complete complex projects to meet established deadlines. High school diploma or equivalent. The selected candidate must be able to pass the college's pre-employment security screening.

**QUALIFICATIONS PREFERRED:** Bachelor's Degree or Certificate in Business Computer Programming or related field with a minimum of five years of recent experience with the design and development of Information Technology Systems is preferred. Working knowledge of Visual Basic, ACCESS, PeopleTools, SQR, Crystal Reports, AppEngine, ORACLE, SQL, HTML, XML, Rational Robot and ASP are also preferred.

**PAY BAND RANGE:** \$40,959 - \$84,062

**STARTING SALARY:** Approximate starting salary, \$40,959 - \$53,040, based on related full-time experience and pre-employment salary.

**APPLICATION DEADLINE:** Application reviews will begin on September 17, 2010; applications will be accepted until the position is filled.

**APPLICATION PROCESS:** To apply for this or any other JSRCC vacant position, please visit the Virginia Jobs website <http://jobs.virginia.gov/>.

Women and Minorities are encouraged to apply.  
"Reasonable Accommodations" are provided for applicants with disabilities.  
AA/EOE/ADA