



Example of Associate Programmer Analyst Job Description

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Our company is looking for an associate programmer analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for associate programmer analyst

- Informs the design and development of systems, user interfaces, data models, and data integrations
- Serves as the System Owner for selected applications, maintain the production change control schedule and participate in change control processes
- Creates and maintain technical documentation such as SOPs, design documents, operational drawings, manuals
- Collaborates with Service leads to deliver the assigned projects/programs
- Supports daily monitoring of applications, file transfers and job execution to insure application and system availability is high
- Supports various internally developed and vendor developed systems
- Provides routine and emergency production support (some off hour support required as need arises) performs analysis, assesses risks and offers solutions for resolution
- Supports monitoring and remediation of security scan vulnerabilities
- Troubleshoots application and client related issues by performing analysis, risk assessment and implements resolution
- Supports team technology projects and systems upgrades

Qualifications for associate programmer analyst

- Candidate is expected to be fully knowledgeable in one of the following areas
- Experience programming with COBOL
- Experience with PC based tools and products
- Ability to test and analyze data, with assistance
- Associate's Degree or equivalent combination of education, training and experience