

### ***Analyst / Programmer Job Description***

Design and develop new PC based systems and applications using Visual Basic to meet business requirements of the department

#### *Personal Spec*

Experience as an Analyst Programmer in a professional Microsoft Windows environment

Strong practical knowledge of Visual Basic with relational databases, experience of Access and SQL Server

Team player who works well under pressure whilst retaining quality and meticulous approach

#### *Duties and responsibilities*

In line with existing corporate software development standards, design, develop and implement PC based business applications/systems for the department

Throughout the development of systems, produce system and user documentation

Design and develop database systems in both MS Access and SQL Server

Test internal and external software, debug and document

Provide maintenance and support of designated systems

Produce work schedule in order to meet project targets