



Coast Mountains Board of Education School District 82

3211 Kenney Street, Terrace, BC V8G 3E9
Tel. (250) 635-4931 or 1-855-635-4931 • www.cmsd.bc.ca

Job Title	Applications Programmer
Department	IT
Location	School Board Office
Reports to	Manager of Information Technology

GENERAL DESCRIPTION

Reporting to the Manager of Information Technology, the Applications Programmer Programs business systems software. Performs analysis, design, programming, administration and configuration of software in server, desktop/laptop and tablet/mobile environments. Includes applications implementation, operating systems support or database administration. Provides customer support and troubleshooting software issues.

TYPICAL DUTIES

- Plans, designs, installs and maintains technology systems and databases.
- Designs, programs and maintains custom software solutions.
- Performs database administration functions to ensure information integrity.
- Provides input on information technology strategies.
- Liaises with the ministry, district managers, school administrators, site contacts and outside agencies on technical and software issues.
- Develops technical and user software documentation. Provides technical and user training.

ACADEMIC/WORK EXPERIENCE QUALIFICATIONS

- Grade 12.
- Bachelor's degree in computer sciences.
- Three years of related experience developing, installing and maintaining software systems in a relevant technical environment.
- B.C. Class 5 driver's licence.

FOR CMSD:	Kiran Bath	<i>Title</i>	Director of Human Resources
FOR CUPE:		<i>Title</i>	CUPE JEMC Representative