



GLOUCESTER COUNTY COLLEGE

POSITION DESCRIPTION

Date: 09/09

POSITION TITLE: **Banner Programmer Analyst**

ORGANIZATIONAL UNIT:

EEO:

REPORTS TO:

GRADE:

GENERAL DESCRIPTION

Provides high level technical and analytical support for all SunGard Banner modules and the SunGard Luminis portal as well as the ability to craft analytical reports.

DUTIES

1. Design and implement applications and ad hock analytical reports in a Banner/Oracle relational database and networked environment.
2. Consult with management, systems administrators, other programmers and resources such as the SunGard ActionLine and end users to gather information about program intent, functions, features, data and user requirements, input and output requirements, internal and external checks and controls, hardware platform and operating system environment and interfaces with other systems and applications.
3. Develop, test and implement automation procedures for all Banner modules.
4. Analyzes and discusses efficiency enhancements for software, modules and processes with regard to Banner implementations.
5. Responsible for supporting and maintaining proper level of SunGard Banner operation throughout the site.
6. Work independently to coordinate and perform difficult and complex programming in the analysis of systems requirements and the preparation of computer programs.
7. Provide training and support and provide computer solutions within and across divisions through designing, creating, or modifying computer programs.
8. Document and track work within systems and review documentation created by others.
9. Research methods or offer suggestions for improved system operation and efficiency.
10. Assist in the development of policies and procedures and ad hock reports that affect the operation and use of the Banner Enterprise Information System.
11. Resolve problems and answer routine questions without direct supervision.
12. Generally defines own priorities of service.
13. Keeps management informed of opportunities, problems and issues.
14. Performs other duties as assigned which are not limited by the description contained herein.

MINIMUM QUALIFICATIONS

- Bachelor's degree or above in MIS, CS or related field.
- Minimum two years experience with Banner 6.x, 7.x or above.
- Minimum of one year experience in the following Banner modules: Student, Financial Aid, Finance, Payroll and/or HR.
- Strong Oracle programming skills (PL/SQL).
- Proficient in the creation of ad hock analytical reports.
- Excellent communication skills and the ability to work well with many individuals in a diverse higher education environment.
- May require extensive after-hours and weekend/holiday support and being on call during non-scheduled work hours.