

Title: Lead Section Analyst	Effective Date: August 12, 2016	Grade: XVI	Job Category: Professional
Prior Title: Senior Application Analyst	Prior Effective Date: October 18, 2010	Grade: XVI	Page: 1 of 1

CHARACTERISTICS OF WORK

This position is responsible for assuring the effectiveness of application systems while guaranteeing that both the design specifications and user requirements are met.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- Analyze information in terms of existing hardware, software, and network capabilities, manpower and time required for development and/or availability of software packages for purchase.
- Determine impact upon and interface to existing systems.
- Attend project meetings and advise appropriate personnel on technical aspects of application systems development.
- Monitor all phases of the project for compliance to Division standards.
- Evaluate and test all systems and assure their production readiness.

MINIMUM REQUIREMENTS

The educational equivalent to a bachelor's degree from an accredited college or university in a related field plus minimum of six years of progressively more responsible data processing experience, three of which must be in leadership capacity. Knowledge of the capabilities and limitations of current hardware, software, and networks. Ability to design, develop and document complex management information systems. Both in-state and out-of-state travel may be required.

("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)

A criminal background check will be required to determine suitability of employment, and failure to meet these standards may cause the applicant to be rejected or terminated from that position.