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| **JOB DESCRIPTION** |
| **DATE:**  |
| COMPANY: |  | JOB TITLE: | PROGRAMMER - FLEXIBLE |
| DEPARTMENT: |  | CURRENT INCUMBENT: |  |
| DIRECT SUBORDINATES: |  | INDIRECT SUBORDINATES: |  |
| BRIEF DESCRIPTION: | The post of Flex programmer consists of converting project specifications and statements of problems and procedures to detailed logical flow charts for coding into computer language. It also consists of developing and writing computer programmes to store, locate, and retrieve specific documents, data, and information. |
| QUALIFICATIONS & REQUIREMENTS: | * Bachelors degree in a computer/technology-related discipline;
* Knowledge of various programming languages, ability to identify complex problems to develop and evaluate options and implement solutions, and ability to use logic and reason to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
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| COMPETENCIES: | * Analytical Thinking — Job requires analysing information and using logic to address work-related issues and problems.
* Attention to Detail — Job requires being careful about detail and thorough in completing work tasks.
* Initiative — Job requires a willingness to take on responsibilities and challenges.
* Achievement/Effort — Job requires establishing and maintaining personally challenging achievement goals and exerting effort toward mastering tasks.
* Cooperation — Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude.
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| TASKS: | * Develop software systems using Adobe Flex, MySQL or another relational database, XML, Eclipse, Flexbuilder or another IDE and a MVC controller model;
* Compile and write documentation of programme development and subsequent revisions, inserting comments in the coded instructions so others can understand the program;
* Conduct trial runs of programmes and software applications to be sure they will produce the desired information and that the instructions are correct;
* Consult with and assist computer operators or system analysts to define and resolve problems in running computer programs;
* Consult with managerial, engineering, and technical personnel to clarify programme intent, identify problems, and suggest changes;
* Correct errors by making appropriate changes and rechecking the programme to ensure that the desired results are produced;
* Perform or direct revision, repair, or expansion of existing programmes to increase operating efficiency or adapt to new requirements;
* Perform systems analysis and programming tasks to maintain and control the use of computer systems software as a systems programmer;
* Write, analyse, review, and rewrite programs, using workflow chart and diagram, and applying knowledge of computer capabilities, subject matter, and symbolic logic;
* Write, update, and maintain computer programmes or software packages to handle specific jobs such as tracking inventory, storing or retrieving data, or controlling other equipment.
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| LINES OF COMMUNICATION: | SPECIFY |
| WORKING CONDITIONS: |  Indicate whether the position is half time or full time. List any unique working conditions such as hours etc. |
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| SIGNATORIES: |  |
|  | NAME: | DATE: | SIGNATURE: |
| INCUMBENT: |  |  |  |
| LINE MANAGER: |  |  |  |
| HR MANAGER: |  |  |  |