

**Applications Developer III**  
**Position #: K0170470**

**Planning/Development – 35%**

- Develops and oversees the implementation of the Agency's Information Management Plan which conforms to agency budgetary requirements. Develops the required IT 3-year plan, and provides a more detailed version for internal planning. Prepares and submits the IT budget; and authorizes purchases for software, hardware, and miscellaneous equipment within State purchasing requirements.
- Manages all Information Systems that support Agency staff including: networks, internal Microsoft active directory network, website development, Sharepoint Designer, ASP.Net, Visual C#/Basic, SQL, VPN network interfaces with remote field offices; telecommunications (i.e. cell phones, blackberry, and remote devices); Enterprise Information Management System (GL/Suite); and provide support for State of Kansas management systems including: SMART, STARS, SOKI, and SHARP.
- Consults with users, management, vendors, consultants and technicians to analyze and assess agency technology needs and requirements. Develops short and long range information technology plans in consultation with management staff and makes recommendations to Executive staff based on feasibility.
- Informs agency Director of system-wide needs and concerns and provides advice to the Board, and management staff on IT issues and planning.
- Plans future upgrades to the Agency's comprehensive database (GL/Suite) in conjunction with management staff.
- Routinely researches and evaluates technology to determine the need for data system and software upgrades and new product installation. Maintains current knowledge of trends, advances and developments in information systems technology. Provides recommendations, cost assessment and feasibility analysis for new software, hardware, or electronic resource purchases for the agency. Coordinates the purchase of compatible software products with vendors and acquires appropriate licensing and networking agreements.
- Develops, implements and manages a document management system, in conjunction with the Technology Support Consultant III.

**Technical Work – 30%**

- Manages agency critical software and monitors software processes to determine if they are running as designed. Manages or develops new applications and reports as requested by professional and management staff.
- Monitors GL/Suite data interfaces, uploads, and automated processes.
- Designs and codes programs when indicated.
- Monitors databases. Provides expert assistance to fix data errors. Troubleshoots data concerns and problems to ensure the accuracy of all databases. Reviews workflows to improve productivity and ensure quality.
- Writes specifications for enhancements to GL/Suite comprehensive database; and manages project to ensure work is done correctly. Assists in managing online renewal processes. Maintains a database of HTML copies of online renewals and provides backup HTML copies of online renewals to staff.
- Writes Queries, SQL, FTP, and other code as requested.
- Serves as backup to Technology Support Consultant III for recovery and maintenance of hardware, including: Servers, LAN, Firewall, PCs, and peripherals.

**Supervision and Training – 20%**

- Supervises and evaluates the performance of IT staff. Plans for coverage to ensure Agency systems are supported without interruptions, and is familiar with the job duties in the event of an absence or emergency.
- Assists in providing training to end users with operation of equipment and software. This may involve “training a trainer”.
- Installs or oversees the installation of new software products including testing new features to ensure they function as designed.

**Security and Disaster Recovery – 10%**

- Oversees development of the Disaster and Recovery Plan-this may include distributing information intermittently in anticipation of a natural disaster. Assesses on an ongoing basis, threats to security of applications and hardware through physical disaster or intrusion.
- Recommends to Executive staff, precautions against security threats and implements security policies.
- Assigns and oversees user access levels under direction of management staff.
- Provides backup support to the Technology Support Consultant III for firewall, VPN, system backup, and other security support.
- Works with State of Kansas security and disaster recovery professionals to ensure that the agency has protection that meets or exceeds state standards.

**Other Duties – 5%**

- Other duties as assigned.