

	Prior 7/1/2004	After 7/1/2004
Class Code:	2050,2056, 2103	2050
Title:	Computer Support Spec. Computer Support Analyst Sr. Computer Programmer- Analyst	Desktop Systems Specialist
Pay Grade:	20,24,27	N/A
Pay Band:	N/A	Specialized/Paraprofessional
FLSA:	Non-exempt	Non-exempt

UNIVERSITY OF WEST FLORIDA POSITION SPECIFICATION

Title: Desktop Systems Specialist

Job Summary:

This is work monitoring and controlling electronic computer and peripheral electronic data processing equipment to process business, scientific, engineering, and other data according to operating instructions.

Example description of duties (not all inclusive):

Determines computer software or hardware needed to set up or alter system.

Provides staff and users with assistance solving computer-related problems, such as malfunctions and program problems.

Assists and develops documents and revises system design procedures, test procedures, and quality standards.

Establishes, maintains, and modifies existing databases and database management systems.

Assists with testing and evaluation of hardware and software to determine efficiency, reliability, and compatibility with existing system, and make purchase recommendations.

Specific job functions, position qualifications, knowledge, skills and abilities are listed on each position's job questionnaire.

Minimum Qualification Requirements:

A high school diploma and four years of appropriate experience. Appropriate college coursework or vocational/technical training may substitute at an equivalent rate for the required experience.