**DUTY STATEMENT**

**DEPARTMENT OF JUSTICE**

**CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION**

**APPLICATION DEVELOPMENT BUREAU**

**DIVISION OF LAW ENFORCEMENT SYSTEMS BRANCH**

**LAW ENFORCEMENT APPLICATIONS SECTION**

**FIREARMS AND FORENSIC SOFTWARE DEVELOPMENT UNIT**

**JOB TITLE:** Information Technology Specialist I (ITS I)

**POSITION NUMBER:** 420-861-1402-052

**INCUMBENT:** Vacant

**PRIMARY DOMAIN:** Software Engineering: The architecture, development, operation, implementation, and maintenance of software systems.

**SECONDARY DOMAINS**: Information Security Engineering: The security aspects of the initiation, design, development, testing, operation, and defense of information technology data and environments.

System Engineering: The development and maintenance of systems discovery and optimizing, maintaining performance and functionality of a defined system.

**WORKING TITLE:** Java Developer

**SUPERVISION RECEIVED**: Under the general supervision of the IT Sup II.

**SUPERVISION EXERCISED**: None.

**TYPICAL PHYSICAL DEMANDS:** Ability to sit at a computer terminal for prolonged periods of time; view a video display terminal for prolonged periods; perform repetitive hand movements. Provide after-hours, on call assistance; work overtime; and travel when needed.

**TYPICAL WORKING CONDITIONS**: Modular workstation in a smoke-free environment.

**STATEMENT OF DUTIES**: Under the general supervision of the Information Technology Supervisor II (IT Sup II). The incumbent performs at the expert specialist level of this career series to analyze, design, develop, and implement the most complex software systems for the Bureau of Firearms (BOF) program. The incumbent will serve as a leader in the development of application functionality and will provide on-going support of the BOF software systems. Duties include, but are not limited to, the following:

**ESSENTIAL FUNCTIONS**

**40% Software Development**

* Develop and enhance the most complex applications utilizing but not limited to the JBoss Enterprise Application Platform, the Java programming language, UNIX shell scripting language, Javascript, HTML, PL/SQL, XML, Struts 1 and 2 frameworks, Spring framework, Apache Maven, and Apache Ant.
* Develop logical design requirements/functional specifications for highly advanced systems/interfaces and lead the development team through implementation.
* Provide on-going support to production systems and produce software patches to resolve defects or to enhance system functionality.
* Perform software product deployment and release management activities.
* Develop, update, and implement standards, procedures, and controls to ensure the proper installation, configuration, maintenance, security, reliability and availability of BOF systems.

**20% Analysis and Design**

* Work with systems analysts in the development of software requirement specifications and technical design specifications.
* Create and maintain technical design documents to describe the software architecture and system built to meet BOF program needs.

**15% Quality Assurance**

* Participate in code review to ensure software developed by peer meets technical specification.
* Develop unit tests to ensure software developed properly functions.
* Develop functional and non-functional tests and conduct system integration testing.

**15% Lead Functions**

* Provide technical leadership in determining the best approach to resolving operational challenges or to design and implementation challenges.
* Train and mentor team members on the support and maintenance of the BOF software systems and databases.
* Train and mentor less skilled programmers on the use of software development tools and on defect identification and resolution technique.
* Provide guidance to team members assisting BOF in resolving data and procedural issues in the production systems.
* Provide assistance in data collection and analysis for reporting purpose.

 **10% Project Planning**

* Assist the unit supervisor in identifying tasks and their interrelationships, assigning responsibilities to team members, and establishing programming task priorities.
* Work cooperatively and effectively with BOF program staff and team members. Provide management with verbal and written reports of activities and assigned tasks.

*I have read and understand the duties and essential functions of the position and can perform these duties with or without reasonable accommodation.*

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Employee’s Signature Date

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Supervisor’s Signature Date