



**NEW YORK CITY FIRE DEPARTMENT
CITYWIDE JOB VACANCY NOTICE**

CIVIL SERVICE TITLE Computer Associate (Software) – Level II	TITLE CODE NO. 13631
OFFICE TITLE Software Business Analyst	SALARY \$63,226-Minimum salary for full-time employees with less than 2 years of City Service \$72,710-Minimum salary for full-time employees with more than 2 years of City Service
BUREAU/DIVISION/UNIT Technology Development & Systems/Business Application System/Support Unit	LOCATION 9 Metro Tech Center Brooklyn, New York

JOB DESCRIPTION:

Under general direction, the selected candidate will serve as the Software Business Analyst in the Programming Group to conduct feasibility and analysis studies for potential projects as they are responsible for gathering software requirements and specifications, document As-Is and To-Be states, develop Wireframe and conduct software testing; generating Functional and User Guide documentation as they are a member of the software development team.

QUALIFICATION REQUIREMENTS:

1. A baccalaureate degree from an accredited college, including or supplemented by 24 semester credits in computer science or a related computer field and two years of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming, data communications, including one year in a project leader capacity or as a major contributor on a complex project; or
2. A four-year high school diploma or its educational equivalent and six years of satisfactory full-time computer software experience as described in "1" above, including one year in a project leader capacity or as a major contributor on a complex project; or
3. Education and/or experience equivalent to "1" or "2" above. College education may be substituted for up to two years of the required experience in "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. A master's degree in computer science or a related computer field may be substituted for one year of the required experience in "1" or "2" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience in a project leader capacity or as a major contributor on a complex project.

PREFERRED SKILLS:

- Must have knowledge in Software Development Life Cycle and Systems Analysis work.
- Two or more years of experience working with system end-users and system developers to define functional requirements for system design.
- Experience working within project teams including technical, business, and management staff.
- Strong verbal and written communication skills.
- Good working knowledge with Microsoft Office Products including Word, Project, Power Point, Excel and Visio.
- Working experience with MS-Office, HP ALM/QC tool, Oracle tool and SQL

NOTE: New York City residency is required within 90 days of appointment. However, City employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County.

TO APPLY:

NON-CITY EMPLOYEES/EXTERNAL CANDIDATES PLEASE GO TO WWW.NYC.GOV/JOBS.

CITY EMPLOYEES MUST APPLY VIA [EMPLOYEE SELF SERVICE \(NYC.GOV/ESS\)](http://EMPLOYEE.SELF.SERVICE.NYC.GOV/ESS). REFER TO JOB ID #201011.

*PLEASE NOTE THAT ONLY THOSE CANDIDATES CONSIDERED FOR AN INTERVIEW WILL BE CONTACTED.

DATED: July 29, 2015

***POST UNTIL*:** Until Filled

*"FDNY is ranked as the top place to work among gov't agencies; and 17th overall among 500 employers among large U.S. companies, nonprofits, gov't agencies, and U.S. divisions of multi-national."
-Forbes magazine, on "America's Best Employers 2015"*

The Fire Department is an Equal Opportunity Employer.