

## CITY OF BURBANK

### OPERATING SYSTEMS ANALYST II

#### DEFINITION

Under direction, supports server and/or mainframe operating systems components and major systems software releases as a project lead; configures, analyzes, and maintains complex systems software; and performs related work as required.

#### ESSENTIAL FUNCTIONS

Provides expert system support for a centrally managed server or mainframe operating system (OS) environment; installs, integrates, analyzes, and maintains high performance computer systems, server, or mainframe OS, peripherals, and system interfaces; provides technical leadership and management of the data center software and hardware platforms; develops, implements, operates, and maintains large operating systems; advises and recommends server or mainframe OS information management strategies; provides consultation and technical guidance in developing and administering information policies, guidelines, and standards; develops department-wide information technology architectures; establishes priorities for systems development; develops budget and resource requirements; develops public/private partnerships to meet customer requirements; investigates new information technologies and recommends possible business applications and services; develops systems designs for large scale, complex connectivity solutions; solves complex system software and performance problems for teleprocessing and database systems; drives on City business.

#### MINIMUM QUALIFICATIONS

##### Employment Standards

- Knowledge of – AIX, HACMP, UNIX, and SQL; principles, practices, and techniques of computer programming, systems design, computer operating systems/components, and procedures; database management software, communications software, and security software.
- Ability to – provide technical guidance to OS programming staff and consultation to management and application development staff; follow oral and written directions; perform assigned tasks quickly and accurately; use telephone; write or use keyboard to communicate through written means; establish and maintain effective working relationships with supervisors, fellow employees, and the public.
- Skill in - in planning, installing, maintaining, and designing operating systems.

**Education/Training:** Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City. Example combination includes, but is not limited to-graduation from an accredited college or university with a Bachelor's degree in Computer Science or a closely related field and three years of experience in operating systems administration with two years at the level of project lead and a current certification in operating system administration or two years of experience at the level of Operating Systems Analyst I.

**Special Conditions & Requirements:** The physical ability to lift computer equipment up to 40 pounds, physically perform sedentary to medium work involving moving from one area to another, sufficient hand/eye coordination to perform repetitive movements such as typing and extensive exposure to video display terminals/computers. To intermittently twist to reach equipment surrounding desk; perform simple and power grasping, pushing, pulling, and fine manipulation; see and hear with sufficient acuity to successfully perform all aspects of the job; differentiate various colors of wires and diagrams; bend, kneel, squat and twist to adjust equipment; stand, walk, bend, stoop, twist, kneel, and lift.

**License & Certificates:** A valid California Class "C" driver's license or equivalent at time of appointment; a current industry recognized certification in Operating Systems Administration (to be determined at the time of recruitment) may be required at the time of appointment.

#### SUPPLEMENTAL INFORMATION

None.