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 to meet customer requirements 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.