PROGRAMMER (GRADE B5), SYSTEMS DEVELOPMENT DIVISION, DIRECTORATE FOR COMPUTERS AND COMMUNICATIONS

Closing date for applications: 16 May 1994

The OECD is an equal opportunity employer and encourages applications from female candidates

Duties

Under the supervision of an Administrator in the Administrative and Financial Systems Unit, post-holder will be required to:

1. Write and maintain computer programs. Participate in the evaluation, installation and maintenance of one or more administrative and financial systems: payroll, personnel, sales of publications, budget and financial accounting, etc., and in adapting such systems to the OECD’s specific requirements. Participate in the implementation of new releases and new features.
2. Develop and implement computer procedures to ensure integrity and security of program, data and control files and associated libraries. Prepare related operating procedures and technical documentation.

3. Ensure technical support for ongoing production activities and participate in the prompt resolution of problems. Provide technical training and assistance to users.

4. Participate in the development of open-system technologies for administrative and financial applications.

5. Carry out other related duties as required.

**Principal qualifications**

1. Good general level of secondary and, preferably, post-secondary education.

2. Very good programming skills demonstrated through several years experience. Knowledge of COBOL, IBM’s DOS/VSE operating system environment, CICS, JCL, etc. would be a decided advantage. Familiarity with C, UNIX, LANs and client-server architectures is also desirable. Proven ability to master rapidly-evolving computing and communications technologies.

3. Previous experience in working with personnel or payroll applications, and familiarity with software such as CGI’s SIGAGIP or D&B’s Expert software (ex MSA) would be an advantage.

4. Ability to work under pressure, and to adapt quickly to changing responsibilities. Ability to work in a team environment, with a minimum of supervision.

5. Very good knowledge of one of the two official languages of the Organisation (English and French), and working knowledge of the other.