Rialto Unified School District

**QUALIFICATIONS**
**<u>Knowledge of</u>:**  Principles, theory, design and optimal performance of computer operating systems and related software; principles, theory, techniques and strategies of data system analysis and design; technology related to electronic submission of data to the CDE and other organizations; software, operating, data base and telecommunications systems; assembly, procedural, and language control coding processes; data base developing and design; theory, methods, techniques, and procedures of writing programs for various computer operations; technical writing and training methods, techniques, and strategies; research and development strategies and techniques; proper English usage, spelling, grammar, and punctuation; mathematical concepts and processes.

**<u>Ability to</u>:**  Effectively and efficiently supervise computer programmer/analyst and operational staff; test, interpret and implement system changes to enhance computer operations and correct operational faults; analyze user informational needs and problems; design clear and logical systems to meet specific requirements; plan, organize, and prepare technical documentation, operating procedures and management related reports in a clear and concise manner; communicate effectively in oral and written form incorporating a variety of technical concepts; work independently, with little or no supervision from