

INFORMATION SYSTEMS (IS) COMPREHENSIVE SERVICES

I. DEFINITIONS

A. Identifying the Correct Job Family

No specific definitions are provided for the IS Comprehensive Services job titles because these positions spend no more than 50% of their time on duties in any other single professional IS Data Services, IS Network Services, IS Systems Development Services, IS Technical Services, or IS Business Automation job title, and more than 50% of their time on a combination of duties from two or more of these IS job titles.

B. Levels

IS PROFESSIONAL

This job title is used as an entry progressing to a development level for professional IS positions. Work is performed under close progressing to limited supervision. Although this is the entry-developmental level for this series, knowledge of fundamental IS concepts, principles and practices must have been acquired before appointment into this job title; the focus is on learning the procedures, practices, techniques and technology for the assigned specialized area; and assignments are narrow in scope. As the employee progresses, s/he continues to develop knowledge of the specialized area and the associated IS concepts, principles, practices, and techniques.

IS SENIOR

Positions at this level work under general supervision. The technical work performed by a position at this level may be reviewed by the position's assigned supervisor for agreement with the agency's or campus' established technical direction, policies and standards. This is the full performance level, and it is the level that an employee in this series can reasonably expect to attain. An employee at this level has acquired a broad knowledge of general IS concepts, principles, practices and techniques **and** broad knowledge of the job family and job title to which the position is assigned. Positions at this level may lead positions at the Professional and Senior level in the completion of projects and work assignments. Positions at this level may support the activities of IS Specialists, Consultants, and/or Administrators and may work under the day-to-day direction of IS Specialists, Consultants, and/or Administrators.

C. Job title Definitions

IS COMPREHENSIVE SERVICES PROFESSIONAL

This job title is used as an entry progressing to a development level for professional IS Comprehensive Services positions. Work is performed under close progressing to limited supervision. Positions in this job title spend no more than 50% of their time on duties in any other single professional IS Data Services, IS Network Services, IS Systems Development Services, IS Technical Services, or IS Business Automation job title, and more than 50% of their time on a combination of duties from two or more of these IS job titles.

IS COMPREHENSIVE SERVICES SENIOR

Positions in this job title spend no more than 50% of their time on duties in any other single professional IS Data Services Senior, IS Network Services Senior, IS Systems Development Services Senior, IS Technical Services Senior, or IS Business Automation Senior job title, and more than 50% of their time on a combination of duties from two or more of these IS Senior job titles.

This job title includes the following representative position or job type:

Representative Position

IS Comprehensive Senior - Positions perform any combination of professional IS work at the senior level or lower from the Data, Networking, Systems Development and Technical Services job titles such that no one job title describes the majority of work.

II. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.