

INFORMATION SYSTEMS (IS) PROFESSIONAL - IN TRAINING TITLE SERIES DEFINITIONS

I. DEFINITIONS

IS PROFESSIONAL – IN TRAINING – A

Positions at this level work under VERY CLOSE supervision in a structured environment to learn fundamental IS concepts, principles and practices. They will acquire skills and knowledge about the procedures, practices, techniques and technology for the assigned information systems area(s). Classroom training may be part of the structured environment with corresponding assignments that must be completed. Employees are typically assigned tutors to review work and provide assistance as needed.

IS PROFESSIONAL – IN TRAINING – B

Positions at this level work under VERY CLOSE progressing to CLOSE supervision. The employee continues to develop knowledge of the specialized IS area(s) and the associated IS concepts, principles, practices and techniques. Work is more varied in nature than at the In Training - A level and the knowledge and skills learned would be of a more advanced nature. Movement to this level from the In Training - A level will be based on the successful acquisition of fundamental IS concepts, principles and practices.

II. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment.