# Alameda County Human Resource Services Department

### **INFORMATION SYSTEMS ANALYST, Exam# 24-0419-01**

# Training and Experience Questionnaire

If you meet the announced minimum requirements to participate in this examination process, a panel of subject matter experts will evaluate your application, supplemental questionnaire, and training and education questionnaire responses and information to determine if you are best qualified to move forward in the testing process. Please answer each question completely. Incomplete responses will result in disqualification.

Type your responses, save your document with your full name and ISA (example, Angelica Cuevas ISA) and e-mail your completed document to Angelica.Cuevas@acgov.org by 5pm on the closing deadline of this recruitment.

|  |  |
| --- | --- |
| LAST NAME: |  |
| FIRST NAME: |  |

1. **TRAINING AND EXPERIENCE**

Check the pattern that describes your training and experience as it relates to the position of Information Systems Analyst. (Information regarding your education must also be listed in the education section of your application)

**Pattern 1:**

 🞎 The equivalent to graduation from an accredited four-year college or university (120 semester units or 180 quarter units) with a major in MIS, Computer Science, Computer Engineering or equivalent **and** the equivalent of two years of full-time experience in planning, developing and administering complex information technology systems and applications.

OR

**Pattern 2:**

🞎 The equivalent of three years of full-time experience in planning, developing and administering multiple, complex information technology systems and applications.

If you qualify under Pattern I, please use the area below to list the following:

* *Your Degree and Major*
* *Institute name and location*
* *Number of completed units*
* *Dates attended and Date Degree awarded.*
* *Organization Name*
* *Job Title*
* *Level of support provided within the organization*
* *Duties/Responsibilities*

If you qualify under Pattern II, please use the area below to list the following:

* *Organization Name*
* *Job Title*
* *Level of support provided within the organization*
* *Duties/Responsibilities*

**Certification:**

The following certifications can be substituted for one year of experience in pattern II. Do you possess any of the following professional information technology certifications?

* Oracle Database Administrator
* DB2 Database Administrator
* SQL Server Database Administrator
* Microsoft Certified Solution Developer
* Sun Certified Java Programmer
* Sun Certified Java Developer
* None of the above
* Other\*\*

\*\*If you checked “Other” in the question above, describe your professional information technology certification, certification #, the date received and the date the certification expires, if applicable:

**II. SPECIALTIES AND OPTIONS:**

We are currently recruiting to fill Information Systems Analyst vacancies in different departments and program areas. The following questions will be used to assess your qualifications within the various programmatic areas.

If you wish to be considered for an option, please answer in the areas provided respective to that option. This section will cover six (6) specialty options related to the classification of Information Systems Analyst.

1. ***Database Administration***

**Do you have experience involving the management and analysis of a database system and user access to this data?**

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties.

1. ***Client Support Services***

**Do you have experience involving all activities associated with the support of end users of electronic data processing systems?** *Experience should include providing support to a Microsoft environment (including Windows) and active directory.*

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties.

1. ***Application Development & Support***

**Do you have experience involving the development design, testing, implementing, and maintenance of mainframe, mid-range, micro, and client server business, process control and publishing of applications?**

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties.

1. ***Web Development***

**Do you have experience involving the management and design of dynamic websites, share point services and intranets, which includes activities related to the development, design, layout, content management, security and scripting activities to automate website processes?**

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties.

1. ***Systems Administration***

**Do you have system administration and analysis experience involving the successful processing and close coordination of customer service information needs adhering to prescribed business rules while analyzing and monitoring enterprise business processing activities?**

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties. If you selected no, please enter N/A:

1. ***Managed Care Data***

**Do you have experience providing operational support or program evaluation using quantitative/administrative data in a health care, community health or social services setting?**

🞎 Yes 🞎 No

If you answered yes to the question above, please describe your experience by listing your dates of employment and a detailed description of duties. If you selected no, please enter N/A:

*Information provided in your responses above regarding your employment experiences must also be detailed in the Work Experience section of the application for this recruitment.  Please be sure to list all employers and required information on your application, especially if you are referencing those employers in your responses to the questions.*