APPLICATIONS DEVELOPMENT AND SUPPORT JOB FAMILY
CAREER PATH

Positions in this family are accountable for interpreting specifications, creating and modifying source code, testing, deploying, and maintaining application systems. They are responsible for applications development and support.

Typical functions
The functions within this job family will vary by level, but may include the following:

- ❖ Design, develop, test, debug, deploy, and maintain source code for application systems.
- ❖ Ensure compliance with application development standards.
- ❖ Identify, evaluate, and repair issues with existing applications.
- ❖ Ensure adherence to security standards.

The work assigned to positions in this series ranges from coding and debugging existing applications to designing new applications to managing several units comprised of applications developers.

Associate Applications Developer   **Pay grade:** 18, 22, 25
This is an entry-level applications development position typically involved in standard coding, debugging, and modifications to existing applications. This position conducts standard testing and prepares documentation in accordance with existing standards and practices. This position utilizes existing software tools and works under the direction of a more seasoned applications development resource and/or team leader. This position may also provide support as a member of a team for new configurations.

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Associate's degree from an accredited institution.

Applications Developer   **Pay grade:** 28, 30
Positions at this level are accountable for applying and using experience in the field of application development and support to write and modify code, test, debug, document, and implement software applications. This position performs moderately complex assignments that may require the development of new or improved applications, processes, or techniques. Assignments may involve integration of third-party applications. This position may provide technical mentorship

and perform code reviews for other team members. This position also acts with independence and may be accountable for a significant portion of a large project/enhancement.

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and two years of information technology experience with emphasis in applications development and support.

Senior Applications Developer   **Pay grade:** 30, 33
(May be utilized in a Non-Supervisory or Supervisory Role)
Positions at this level with supervisory responsibilities are accountable for the development, enhancement, and maintenance of application systems for assigned organizational areas. Typically, this position supervises a small team of applications development and support staff and/or is responsible for a single or few applications at the lower end of complexity and/or risk and impact. The focus is on new developments and/or adaptation and maintenance of existing applications and this position mentors application development and support staff.

Non-supervisory positions at this level perform complex assignments often requiring the development of new or improved applications, processes, or techniques. Employees are accountable for application security, validation, evaluation, and implementation. This position works on and solves complex problems where analysis requires in-depth evaluation of various factors and provides complex technical support in a relevant field of discipline. Employees may serve as a project lead and/or provide technical direction to lower-level team members, as well as mentor less experienced staff.

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and five years of information technology experience with emphasis in applications development and support.

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Applications Development Specialist   Pay grade: 33

A position at this level is accountable for the development, enhancement, and maintenance of application systems of moderate complexity and risk/impact for assigned organizational areas. Employees may be accountable for multiple applications and applications development and supervise a medium or large support team. This position manages vendor relations for less complex applications. Specialized positions at this level perform highly complex assignments involving multiple small applications or a large application. Employees are accountable for application security, validation, evaluation, and implementation. This position works on and solves highly complex problems where analysis requires in-depth evaluation of various factors. Employees also provide highly complex technical support in relevant fields of discipline. This position may also be accountable for serving as project lead and/or providing technical direction to lower-level team members.

Minimum Requirements *(The following represents the minimum qualifications used to   accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and seven years of information technology experience with emphasis in applications development and support.

Applications Development Manager   Pay grade: 34

This is a managerial position accountable for the development, enhancement, and maintenance of application systems at the high end of complexity and high risk/impact for assigned organizational areas. Work involves managing multiple applications development and support teams. At this level, an employee will be accountable for portfolio management of multiple applications. This position may be accountable for technical (non-supervisory) and supervisory applications development and support staff. Additional duties include interacting with stakeholders and high-level business users, managing vendor relations, and assisting directors or managers with strategic planning and direction.

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and ten years of information technology experience with emphasis in applications development and support.

ADDITIONAL INFORMATION

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a background investigation and Patrol administered drug test. The Missouri State Highway Patrol is a Drug Free Workplace.

Employees must be a United States Citizen, or a legal resident of a country participating in the Visa Waiver Program (VWP).

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

Click HERE to view our employee benefits.

To be eligible for employment with the Patrol, applicants must meet all dress and appearance requirements. Click HERE for more details about dress and appearance requirements.

Effective: 02/01/2025   **Reviewed:** 02/01/2025   **Revised:** --