

COMPUTER OPERATOR 3

02970

WASHINGTON STATE DEPARTMENT OF PERSONNEL

02970

Specification for Class of

COMPUTER OPERATOR 3

Abolished 9/15/06

Definition: Within an agency's information systems organization, (1) operates console and all peripheral equipment of an electronic mainframe/mini computer system; or (2) has total shift responsibility for operation of a complete intelligent RJE terminal system (limited to one position per operating shift).

Distinguishing Characteristics: Positions at this level are fully qualified journey operators of assigned equipment.

Typical Work (Specific duties depend on installation)

Analyzes operational flow charts, instruction and schedules to determine equipment set up;

Readies computer and peripheral equipment for operation;

Operates computer and all peripheral equipment during production runs;

Interprets and reports machine and program malfunctions to the supervisor;

Prepares reports of program and machine malfunctions along with corrective actions taken;

Verifies run accuracy by crossfooting of control totals;

Performs other work as required.

Knowledge and Abilities

Knowledge of: operation, application and theory of current generation electronic computer systems, including peripheral equipment; basic understanding of operating systems and multiprogramming concepts.

Ability to: operate current generation computer systems; understand and execute operator run instructions; interpret program and machine malfunctions, make decisions and write comprehensive reports.

Desirable Qualifications

One year of experience as a Computer Operator 2 in Washington State service.

OR

Two years of experience in the operation of an electronic mainframe/mini computer system in current use by State agencies, or a comparable system.

OR

One year of experience in the operation of a current generation electronic computer system, and completion of a two-year vocational training course in electronic data processing, a six-month vocational training course in electronic computer systems operations or two years of college-level course work in computer science.

Note: Up to one year applicable experience and/or training with specified hardware equipment may be required as substitution for up to one year of stated requirements above (per MSR 356-26-130 Certification-Selective-When Permitted).

New class (replaces EDP Computer Operator 2, RJE Operator 3): 9-12-80

Revised minimum qualifications: 10-10-86

Revised definition and minimum qualifications: 11-9-90