

COMPUTER OPERATOR 4

02980

WASHINGTON STATE DEPARTMENT OF PERSONNEL

02980

Specification for Class of

COMPUTER OPERATOR 4

**Abolished 9/15/06**

Definition: Within an agency's information systems organization, operates master console and all peripheral equipment of an electronic mainframe/mini computer system which is functioning primarily in a multiprogramming environment.

Distinguishing Characteristics: Only one position at this level will be assigned per eight hour-shift in a five-day operation or two positions for a six- or seven-day operation. Positions (1) lead computer operators on a shift; (2) serve as the single operator responsible for a total shift production; or (3) serve as the principal assistant to a Computer Operator 5 in a large-scale computer center.

Typical Work

Analyzes complex problems involving machine and program malfunctions and reports problem definitions to the shift supervisor or lead operator;

Confers with shift supervisor or lead operator on most efficient method of recovering from a specific problem;

Works with manufacturer's representatives concerning problem solutions;

Assists shift supervisor or lead operator with preparation of operating procedures and scheduling;

Assists operators on new and complex production runs as well as error recovery problems;

Assists in operator training sessions;

Acts as shift supervisor or lead operator in his/her absence;

Performs other work as required.

Knowledge and Abilities

Knowledge of: operations, application and theory of current generation electronic computer systems; detailed knowledge of the functional characteristics of equipment; working knowledge of operating systems, multiprogramming and on-line real time concepts; supervisory and management principles.

Ability to: operate current generation systems functioning primarily in a multiprogramming environment; react to problems and conceive and execute logical solutions rapidly; prepare comprehensive reports, write and speak effectively.

Desirable Qualifications

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

OR

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

OR

One year as a Computer Operator 3 in Washington State service.

Note: Up to one year applicable experience and/or training with specific 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 3): 9-12-80  
Revised distinguishing characteristics: 5-12-89  
Revised definition and minimum qualifications: 11-9-90