

# OFFICE OF THE SHERIFF

Clay County, Florida  
Darryl Daniels, Sheriff  
"Selfless service for all."

Office Memorandum

## JOB NOTICE

**Date:** August 29, 2019  
**Position:** I.T. Programmer Analyst - Finance  
**Reports To:** Accounting Controller  
**Starting Salary:** \$42,582-\$55,367.50  
**Deadline to Apply:** Until filled

Specific duties may include, but are not limited to:

- Setup, modify and test new functionality for financial accounting software.
- Assist Information Technology with maintaining database updates, hot fixes and system upgrades.
- Facilitate accurate and thorough testing of system changes, code updates and configuration modifications.
- Maintain documentation of system setup, codes and reports.
- Assist in the development of applications to better meet the needs of accurate and detailed financial reporting.
- Prepare reports on request for information from various databases.
- Consult with members of the Finance Department for specific application needs and proper resource and design specifications.
- Additional duties as required.

Minimum qualifications: Associate Degree with course work in Financial Accounting or Database Administration. Knowledge of Windows based operating systems (Windows 7 and up), familiarity with Microsoft SQL Server, Microsoft SQL Management Studio, T-SQL statements and with reporting software such as Power BI, Crystal Reports and Jet Reports. Experience with DynamicsNAV and C/AL is a plus.

If you are interested in this position, please submit your completed application and resume to [apply@claysheriff.com](mailto:apply@claysheriff.com) by the deadline date.