

Conversion Programmer – CIS/FMS/WMS

Department : Installations
Reports to : Director of Installs
Division : Abilene, Texas/Pensacola, Florida/Bowling Green, Missouri
Classification : Salary/Exempt, Full-Time

JOB SUMMARY

The Conversion Programmer will work closely with project managers and support staff to ensure the effective conversion of the customer's data to the Milsoft data files (particularly CIS and FMS/WMS), as well as adding to and updating older conversion programs to help streamline the conversion process.

ESSENTIAL FUNCTIONS

1. Reviews and evaluates new and existing customer data.
2. Performs conversion upgrades and patches for Milsoft applications.
3. Monitors program performance after implementation to ensure efficiency of operation.
4. Documents and maintains daily activities and current conversion notes for future reporting purposes.
5. With training, must become proficient in understanding Milsoft software applications and deployment requirements.
6. Maintains regular, consistent and professional attendance, punctuality, personal appearance and adherence to relevant health and safety procedures.
7. Upholds, safeguards and promotes Milsoft's values and philosophy relating particularly to ethics, integrity and corporate responsibility.
8. Any other duties that may be necessary or assigned from time to time. Such duties do not normally change the level of the job.

QUALIFICATIONS

1. Excellent interpersonal, team and communication skills.
2. Some IT/Networking experience preferred.
3. Demonstrate a high capability to communicate data conversion knowledge to others.
4. Experience with RPG ILE preferred.
5. Working knowledge of Microsoft Excel.
6. Preferred experience with Data Transfers to and from the IBM i.
7. Basic knowledge of System I Navigator is preferred.

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