

COORDINATOR OF DATA PROCESSING (C-1)

The incumbent (coordinator of data processing) performs the collective attributions of the senior staff described before, in the following fields of activities:

- analysis: preliminary, functional and organic;
- development: introduction and development of systems, adaptation of software, preparation of new applications, assessment of reliability, performance and cost effectiveness of the systems;
- operation and maintenance of the systems and servers;
- telecommunications (Intranet and Internet networks, VPN, security, performance);
- user's support: information, corrective maintenance, training and professional retraining of the college's personnel with respect to information systems;
- maintenance of the computers, peripheral units, operating systems and associated software;
- old technology: research, evaluation and testing of new units and software.