

## ***IT Specialist (Operating Systems) - 2210***

### **A. Analysis of Requirements**

- Thoroughly analyze requirements set forth by the customer.
- Proactively and after analyzing all options, recommend appropriate systems software as complete or part of a solution.
- Evaluate, select, validate systems software environment as a solution to a set of requirements within established standards.

### **B. Systems Programming Duties**

- Evaluate, select, and install operating systems and software components such as compilers, assemblers, utilities. Achieve acceptable availability of systems as per HHS, NIH, and IC standards
- On a daily basis, monitor and tune the systems environment.

### **C. Capacity Planning**

- Collect and analyze performance data on operational systems as per established standards.
- Develop trend predictions based on comprehensive, timely, and accurate data.
- Based on a thorough analysis, recommend changes to the system (hardware, software, new technologies) to ensure system maintains adequate capacity to perform the required functions.

### **D. Future Planning**

- Proactively evaluate new technologies for applicability to the IC's computer processing requirements.
- Based on a thorough analysis, recommend new technologies, environments, and architectures to improve the IC's processing capabilities.
- Proactively and while coordinating with others, develop plans to react to disasters and ensure continuation of operations.