



Department of Labor

SOFTWARE DEVELOPER (Competency-Based)

APPENDIX A
D.O.T. CODE 030.062-010
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Competency/performance-based apprenticeship occupations are premised on attainment of demonstrated, observable and measurable competencies in lieu of meeting time-based work experience and on-the-job learning requirements. In competency/performance-based occupations apprentices may accelerate the rate of competency achievement or take additional time beyond the approximate time of completion.

This training outline is the current standard for Work Processes and Related Instruction. Changes in technology, regulations, and safety/health issues may result in the need for additional on-the-job or classroom learning.

Potential Job Titles: Computer Programmer, Software Coder, Web Programmer.

Work Processes

A. Workplace Basics

1. Describe workplace structure.
2. Describe workplace policies and procedures; general and Information Technology (IT) -related.
3. Demonstrate an understanding of general ideas regarding workplace ethics, interpersonal communication, and personal safety.
4. Demonstrate efficient basic task/time management, status reporting, work order updates, team participation.
5. Demonstrate ability to communicate technical ideas/concepts when assisting users unfamiliar with IT jargon.

B. Defining Projects

1. Identify and record customer/user/stakeholder requirements.
2. Compile set of potential actions users may take in a system.

3. Compose requirement specifications (if applicable).

C. Designing Software

1. Identify and record requirements.
2. Recognize computer hardware and demonstrate knowledge of same.
3. Identify potential security threats and other vulnerabilities which may arise.

D. Writing Software Code

1. Set up programming environment to be used with selected software, such as: C++, Java, Python, etc.
2. Input and store data; name and define 4 main data types: a) string; b) integer; c) floating-point number; and d) Boolean.
3. Convert data from one type to another.
4. Recognize and correct errors.
5. Perform operations, such as: arithmetic, assign values, compare values, find truth (logic), set order.
6. Make lists: write, change, fix, set, retrieve.
7. Construct branch choices.
8. Write loops, including breaks and skips.
9. Create and store custom functions.
10. Import functions (if applicable).
11. Write various types of sorting algorithms.
12. Import pre-defined functionality into programs.

E. Building Graphical Interfaces and Applications

1. Write interface code to produce display messages, gather entries, check boxes, And add images to applications.
2. Develop applications; tests and deploy applications on different operating systems (if applicable).

F. Testing, Deployment, and Maintenance

1. Develop new software.
2. Troubleshoot programs.
3. Train end users (if applicable).

Total Hours 1,000-2,000

Apprentices in Competency-Based Programs shall participate in no fewer than 1,000 documented hours of on-the-job training, and until they have demonstrated a competency for each skill in the Work Processes.

Apprenticeship work processes are applicable only to training curricula for apprentices in approved programs. Apprenticeship work processes have no impact on classification determinations under Article 8 or 9 of the Labor Law. For guidance regarding classification for purposes of Article 8 or 9 of the Labor Law, please refer to <http://www.labor.state.ny.us/workerprotection/publicwork/PDFs/Article8FAQS.pdf>.

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APPENDIX B

RELATED INSTRUCTION

Safety/Health/Environment

General Workplace Safety

First Aid & CPR (minimum 6.5 hours every 3 years)

Right-to-Know/ Safety Data Sheets (SDS)

Sexual Harassment Prevention Training (minimum 3 hours)

Computer and Network Components and Operations

Hardware

Peripherals

Software installation

Operating Systems, e.g., Microsoft, MacOS

Troubleshooting

Programming Languages, e.g., Java, C++, Python

Cybersecurity

Professional Development

Technical Support Communication

Time Management

Basic Project Management

Team and Supervisor Communication Skills

Customer Service Fundamentals

Other Courses as Necessary

At least 144 hours of Related Instruction per year must be available for the apprentice at the time of his/her indenture.