

Davis Polk & Wardwell LLP is a New York-based, international law firm with more than 900 lawyers in offices located in New York, Northern California, Washington, D.C., London, Paris, Madrid, Hong Kong, Beijing, Tokyo and São Paulo. Since its founding over 160 years ago, the firm has worked on a broad range of important and complex business and financial transactions, as well as significant civil litigation. Davis Polk has long been recognized as an innovative leader in the provision of quality legal services. Davis Polk has also developed extensive experience in major international business transactions and regularly works with companies based throughout the world.

Job Description

Job Title	Financial Systems Programmer
Location	London, 5 Aldermanbury Square, London, EC2V 7HR
Department	Accounting
Reports to	<ul style="list-style-type: none">• Financial Systems Manager (New York)• International Controller (London)
Exempt/Non-Exempt	Exempt
Work Schedule	Monday to Friday, 9:30 a.m. to 5:30 p.m. (additional hours as required)
Position Summary	The Financial Systems Programmer will form part of the wider financial systems team by developing, maintaining and enhancing the applications necessary to support the activities of the Accounting department and the Firm's financial systems.
Essential Duties and Responsibilities	<p>Typical responsibilities include, but are not limited to, the following:</p> <ul style="list-style-type: none">• Support the continued development of the firm's financial systems, including reviewing existing processes and procedures across the firm's Europe and Asia offices with a view to improving and streamlining these as necessary• Write and design programmes, database design and data retrieval/manipulation in the firm's various financial systems• Conduct fact-finding on programme specifications with end users in conjunction with the Business Analyst• Follow programming standards, as well as monitoring adherence to those standards• Assist in recommendation for best approach to a project by using variety of programming tools, languages and databases• Assist with the testing of system patch updates and subsequent deployment into the Live environment• Write programme documentation of financial systems in

Qualifications/Position Requirements

- conjunction with the Business Analyst
- Provide user support as needed
- Ability to manage a varied workload and meet deadlines
- Must be punctual and reliable
- Previous experience with:
 - Aderant Expert (software & database) or equivalent financial system
 - Microsoft SQL Server (table design, t-sql expertise, creation of stored procedures, triggers, functions and views)
 - Microsoft SSRS & SSIS
 - Visual Basic .Net
 - Windows Workflow
 - Microsoft Team Foundation Server
 - Oracle reporting tools
- Proficient in Microsoft Office including advanced Excel (design, lookups, pivot tables, VBA)
- Ability to understand financial requirements and translate these into system structures
- Strong interpersonal skills
- Must be able to work collaboratively with lawyers and staff, demonstrating strong teamwork and a positive attitude
- Previous experience with user support
- Ensure confidentiality of all the Firm's and clients documentation and information

Education and/or Experience

- Bachelor's degree or higher (preferably in computer or finance related field)
- Extensive programming/development experience

Compensation

Commensurate with experience