



REVISED: 01/12/2022
Submitted: 01/11/2022

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| JOB TITLE: | DEVELOPER SOFTWARE |
| DIVISION | TECHNOLOGY |
| SALARY SCHEDULE/GRADE: | II, GRADE 7 |
| WORK YEAR: | 260 DAYS |
| FLSA STATUS: | EXEMPT |
| JOB CLASS CODE: | 8583 |
| BARGAINING UNIT: | CLAS |

| SCOPE OF RESPONSIBILITIES |
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| Assists in leading project teams, mentors team members, captures user requirements and participates in all phases of in- house software development process. Designs, develops, tests and maintains enterprise software using object-oriented languages and enterprise database design and inquiry skills. |

| PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA |
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| Writes consistently, translates, and codes application software and reports according to specifications and established internal standards |
| Develops quality code and performs test procedures on new and existing software programs for the purposes of correcting errors, isolating areas for improvement, and general debugging |
| Assists in leading and executing multiple concurrent projects and utilizes effective time management, planning, and people skills to liaise with developers and other team members to ensure timely delivery of projects and to provide timely status update to all project stakeholders |
| Collects or assists with the gathering and documentation of business requirements and provides excellent and timely customer service by utilizing polite business communications, fulfilling requests on time, and satisfying ad-hoc data and/or report requests |
| Assists in leading efforts to troubleshoot software applications to isolate the source of a problem and provides satisfactory resolution so that the application is operational again |
| Mentors junior staff members and guides junior staff in technical certification efforts |
| Employs proactive measures to resolve project problems and implements the same throughout the team, and performs necessary duties outside normal business hours to accomplish goals and meet deliverables |
| Stays current on certification(s) by successfully completing updated certification exam(s), and keeps related developer skills updated |
| Researches emerging software development technologies and/or methodologies, develops standards and processes to facilitate the use of cutting edge programming languages, development tools and programming methodologies, and implements technology and processes to facilitate the use of cutting edge programming languages, development tools and programming methodologies, and implements technology and processes for increasing productivity and reducing costs |
| Performs other duties as assigned by supervisor |
| Completes all trainings and other compliance requirements as assigned and by the designated deadline |

| PHYSICAL DEMANDS |
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| The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights |

| MINIMUM QUALIFICATIONS |
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| Bachelor's Degree |

A current, relevant, and industry-recognized certification, or ability to successfully complete department-designated and department-paid certification(s) within twelve (12) months of hire

| DESIRABLE QUALIFICATIONS |
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| Excellent grammar and strong research skills needed |
| Knowledge of the field of education |
| Experience in a diverse workplace |