



REVISED: Submitted:
07/01/2019 06/11/2019

JOB TITLE:	ASSOCIATE SOFTWARE ENGINEER
DIVISION	TECHNOLOGY
SALARY SCHEDULE/GRADE:	II, GRADE 8
WORK YEAR:	AS APPROVED BY BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8573
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES

Leads and assists with the supervision of project teams. Participates hands-on in all aspects of software development including architecture, business requirements, design, development, and testing. Configures, maintains and troubleshoots hardware associated with hosting District applications. Serves as the subject matter expert and interacts with business owners and other stake holders to collect business requirements and to insure projects are completed in a timely fashion.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Leads and assists with the supervision of projects teams, employs established internal standards and participates hands-on in all aspects of software development including architecture, business requirements, design, development, and testing

Works closely with the Platform Services group to diagnoses, troubleshoot, configure and monitor hardware relevant to the hosting of software applications and provides satisfactory and timely resolution to all issues pertinent to the same thereby ensuring high availability and reliability

Leads and executes hands-on multiple concurrent projects utilizing effective time management, planning, organization, communication, and people skills to liaise with customers, developers, and other team members ensuring timely delivery of projects and providing timely status updates to management and stakeholders

Interacts with business owners and functions as a subject matter expert in applicable business areas and collects business requirements as required

Provides excellent and timely customer service by utilizing polite business communications, delivering projects on time, and satisfying ad-hoc data and/or report requests

Mentors other staff members, assists staff in technical certification efforts and employs proactive measures to resolve project problems and implements such measures throughout the team

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 for increasing productivity and reducing costs

Evaluates and recommends third party software as needed

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

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
Bachelor's degree in related field
Three (3) years of demonstrable hands-on experience in leading all phases of enterprise software development
In-depth knowledge of object-oriented programming languages and tools for the web, and enterprise database design and inquiry skills
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
One (1) year experience in Data Mining, Statistical Analysis, and Algorithmic Design for large data sets using Clustering & Classification Algorithms, Statistical Modeling, Analysis of Variance (ANOVA), Covariance and Factorial Experiments or one (1) year experience designing, configuring, and managing enterprise SharePoint and Team Foundation Server implementations
Effective communication skills

DESIRABLE QUALIFICATIONS
Master's degree with computer specialization
Enterprise hardware troubleshooting which includes servers, load balancers, and related network components
Excellent communication and interpersonal skills
Supervisory experience in software development
Experience in a diverse workplace