
Software Engineer

Reports To: Director, Custom Software

POSITION PURPOSE:

Participate or lead the design, development, testing, and deployment of software solution projects that meet our client's requirements. May manage the project and participate in functional requirement gathering depending on the size of the project.

RESPONSIBILITIES - ESSENTIAL JOB FUNCTIONS:

1. Demonstrates the company's corporate values.
2. Provide exceptional service to clients by developing long-term customer relationships based on trust, delivery of results and mutual respect.
3. Perform design, development, testing, and deployment tasks as assigned by the General Manager and/or Project Manager. Completes all tasks to requirement, on-time and on-budget.
4. Create effective, efficient designs that meet scheduled project requirements while employing the appropriate levels of technology available. Participate in design review sessions to ensure that designs meet requirements while employing the appropriate levels of technology
5. Develop software from design and specifications while following all software coding and quality standards.
6. Perform the required unit and system testing to insure a quality product. Assists in the user acceptance testing (UAT) process and address any issues that arise in UAT. Maintains all issues from testing using the appropriate issue tracking software.
7. Troubleshoot technical problems that arise and provide recommendations for workable solutions.
8. May lead a small to medium group of technical people in a given project.
9. Develop the appropriate levels of documentation and provide input to documentation and training activities.
10. Modifies and maintains software that was developed by others.
11. Responsible for ensuring that all project related assets are checked into the appropriate source control repository.

12. Provide analytical and technical expertise to clients and other Skyline associates across all levels of the organization to ensure the best quality and service.
13. Provide off-hour emergency support for client technology systems developed and/or services by the company.
14. Provide end-user support on services and products.
15. Perform various administrative tasks including status reports, time recording, etc.
16. Perform any special duties as assigned by the supervisor.

RESPONSIBILITIES - SUPPLEMENTAL JOB FUNCTIONS:

Maintains knowledge of current trend and developments in the field by reading appropriate books, journals and other literature and attending related conferences and seminars.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. Minimum of an Associate's degree in Information Systems or other related technical discipline plus 3 years of application development experience. Experience working in a consulting company is a plus. Microsoft Certification a plus.
2. Minimum of one technology-related certification preferred. (i.e. Microsoft Certified Software Developer)
3. Excellent analytical and problem solving skills.
4. Effective oral and written communication and organization skills. Ability to balance multiple projects while remaining focused on the needs of end users, clients and the Project Manager.
5. Ability to work independently or as a member of a team of technical professionals.
6. Proficient programming, algorithm, data structure and object-oriented programming & methodology experience.
7. Experience in programming utilizing C#, VB.NET, ASP.NET or equivalent languages.
8. Knowledge of SQL databases, XML & Web Services.
9. Knowledge in data modeling.
10. Knowledge of SharePoint and web part development a plus.
11. Desire for continued education and certification as it relates to the position.

EQUIPMENT TO BE USED:

Must be able to operate personal computer, laptop and other standard office machines such as fax, copy machine, calculator, telephone, etc.

TYPICAL PHYSICAL DEMANDS:

Requires sitting, standing, bending and reaching. Requires eye-hand coordination and manual dexterity sufficient to operate a computer and standard office equipment. Requires hearing within normal range and vision correctable to 20/20 to read communications, reports and computer terminals. Must have a valid driver's license in order to attend company-related meetings in the area and out of town.

TYPICAL MENTAL DEMANDS:

Must be able to analyze many variables and choose the most effective course of action for the organization at any given point in time. Must be able to communicate and provide verbal feedback in a professional manner. Must be able to analyze causes of interpersonal conflicts and resolve complex communications issues. Must be able to resolve problems, handle conflict, and make effective decisions in the absence of the Project Manager. Ability to give, receive and analyze information, formulate work plans, prepare written materials, and articulate goals and action plans. Must handle novel and diverse work problems on a daily basis. Must be able to perform arithmetic calculations involving fractions, decimals and percentages.

The information contained in this job description is intended to describe the essential job functions required of those assigned to this job. It is not intended to be an exhaustive list of all accountabilities, activities, skills and knowledge needed to perform the job. Please note that the job functions are reviewed periodically and are subject to change based on the business needs of the company.

APPROVALS:

Director, Custom Software

Date

Human Resource Manager

Date

ACKNOWLEDGEMENT:

The Associate acknowledges by their signature below that they have read the foregoing and accept the job specifications as detailed in this document.

Associate Signature

Date