



## **SOFTWARE ENGINEER**

### **Purpose**

Performs product design, development, bug correction and verification, and release testing on application software projects which may require research and analysis. May assist in performing on-site client work. Operates under minimal supervision. Typically requires six to nine years of technical experience in software/product design and product support.

### **Duties and Responsibilities**

#### **Essential Duties and Responsibilities**

- 55% - 65% Designs, develops, documents, tests, and debugs new and existing software applications for customers. Applications are typically small discrete components which integrate to form a complex large scale application. Analyze code to determine causes of errors and revise programs as needed.
- 5% - 15% Participates in full development life cycle including requirements analysis and design. Writes technical specifications based upon conceptual design and stated business requirements.
- 5% - 15% Participate in software design meetings and analyze user needs to determine technical requirements.
- 5% - 15% Consult with end users to prototype, refine, test, and debug programs as assigned.
- 5% - 15% Strives to increase application knowledge on company's products and services.

### **Knowledge, Skills, and Abilities**

#### **Education/Training/Work Experience**

- Bachelor's degree in computer science, engineering or related discipline.
- Typically requires six to nine years of experience in software design or product support.
- Excellent knowledge of the field with strong leadership skills.
- Excellent communication, presentation, and project management (AGILE) skills.
- Professional appearance required.
- Advanced degree desirable.
- Travel required.

## **Specialized Knowledge and Skills**

- Extensive Java, C#.NET.
- Exposure to ExtJS a plus.
- May provide technical guidance and insight to support, technical staff or customers.
- Serves as a liaison between the company and customers.
- Excellent communication, presentation, organizational and planning skills.
- Excellent interpersonal skills to work as a team member and customer liaison.

## **Required Attributes**

The following minimum attributes are required for success. Employees must consistently demonstrate behaviors which exemplify these attributes.

- Demonstrates Excellence – excels in assignments and interactions with customers, peers and leadership. Excels in delivering a quality work product.
- Respectful – Shows appropriate level of respect for clients, co-workers and management. Does not denigrate or demean others.
- Intellectual Curiosity – Seeks out information and applies new knowledge to efforts in the workplace.
- Takes Pride In Work – Displays an outward sense of accomplishment for won effort and the effort of team and Company. Is not satisfied until work meets the standard of excellence.
- Positive – Displays positive behavior regarding co-workers, clients, projects and prospects for the Company.
- Passion – Cares passionately about the success of the Company and our work efforts and demonstrates that in interactions, effort and work produced.
- Supports Company Position & Initiatives – Discusses point of view at appropriate time with management; supports Company decisions and positions.
- High Energy – Shows enthusiastic and extremely focused behavior; attention focused on solving critical problems and being impactful; energizes others.
- Appropriate Effort – Displays an earnest and diligent effort to complete any given task; does what it takes to get work completed.
- Resourceful – Able to deal skillfully and promptly with new situations, difficulties, etc.
- Resilient – Accepts that overcoming adversity is required for the job; recovers readily from adversity.
- Creative – Brings creative solutions to problems and offers creative ideas for the Company and our clients.
- Dynamic – Interactions with others are compelling and persuasive.
- Leadership – Leads others and motivates them to increase their impact.
- Introspective – Demonstrates an awareness of personal strengths and weaknesses; learns from experiences and seeks to improve.
- Judgment – Demonstrates good judgment in making decisions and in communicating.

- Communication – Communicates openly and honestly; listens, speaks and writes well; presents effectively.
- Integrity – Accepts responsibility; honors commitments and obligations.

### **Equipment and Applications**

PCs, spreadsheets and various other software applications used as required. Demonstrated proficiency with Microsoft Office.

### **Work Environment and Physical Demands**

- General office environment.
- Considerable stress may occur at times.
- Expected to work an average of 45 hours per week.

### **Exempt**