JOB DESCRIPTION

JOB TITLE: **Application Developer**   DATE: June 2022
                                                 REVISED: September 2023

PAY GRADE: **LOCATION:** District Education Office

Summary: Working under the direction of the Manager of Information Technology, and in collaboration with the development team, this position is responsible for programming, administration, and configuration of software at the intermediate level in server, desktop/laptop and tablet/mobile environments. Work will include applications implementation and operating systems support. Duties may include providing customer support, assistance with more complex work or troubleshooting software issues.
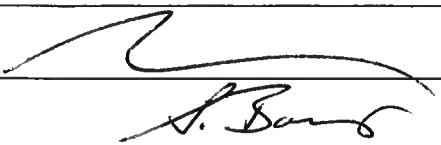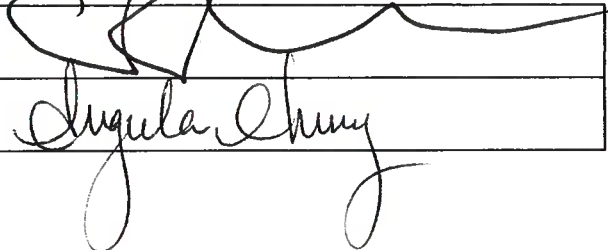
Duties:

1. Provides front-end, user interface support of custom district applications, including the creation of ad-hoc SQL queries to aid in the resolution of identified software bugs and tickets inputted through the ticketing system. Identifies and communicates technical problems and makes recommendations for process adjustment and solutions.

2. Designs, develops, and tests new modules and overall improvements to custom software using approved program languages and third-party programs. Creates reports and algorithms using T-SQL and stored procedures utilizing .NET framework as required.

3. Designs, develops, and maintains in-house websites using content management systems (CMS) such as WordPress.

4. Maintains an on-going process to refine and improve district hardware and software applications, making modifications as needed. Identifies, troubleshoots, and resolves program deficiencies. Monitors the daily scheduled database and service tasks to ensure systems are operating normally, ensuring optimized performance and security.

5. Assists other departmental staff with the installation and maintenance of computer software and with the implementation of other office systems and provides training for staff on new custom software functionality.

6. Writes, modifies, integrates, and tests software code using approved program languages.

7. Meets with stakeholders to gather technical requirements and recommend suitable software solutions, then assists in the design process when creating new modules, or major features for custom software.

8. Works with the Programmer-Database Developer to design database workflows. Assists in the tracking and implementation of SQL database procedures in all environments (production, staging, development).

9. Plans, organizes and creates technical documentation for reference and reporting, including delivery of training.

10. Performs other assigned comparable duties which are within the scope of knowledge, skills and abilities required by this position.

REQUIRED KNOWLEDGE, ABILITY AND SKILLS:

1. Grade 12 or equivalent plus a Bachelor's Degree in Computer Information Systems Technology or related subjects from a recognized institution of technology plus a minimum of two (2) years relevant work experience.

2. Knowledge and experience with current computer operating systems such as Mac OSX, iOS, Windows or Linux, as well as ITIL Foundations training, awareness of FOIPPA requirements, and software security best practices.

3. Considerable knowledge and experience in at least three of the following programming languages: C#.NET, VB/VB.NET, J2EE, JavaScript, CSS, Python or equivalent languages.

4. Intermediate SQL experience debugging and analyzing complex stored procedures.

5. Familiarity with cloud-based services and their implementation.

6. Practical experience with n-tier systems with a preference for knowledge utilizing a MVC architectural pattern.

7. Ability to organize and prioritize workload, work under periodic pressure and deadlines and complete projects and assignments.

8. Extensive knowledge in application development, using Microsoft technologies.

9. Excellent interpersonal skills including excellent verbal and written communications skills.

10. Valid BC Driver's License.

JOINT COMMITTEE MEMBER'S SIGNATURES: