**RIS Lead Software Engineer Standard Job Description**

**Classification Title:** RIS Lead Software Engineer

**FLSA Exemption Status:** Exempt

**Pay Grade:** 15

**Minimum Pay:** $98,817.60

**Job Description Summary:**

The RIS Lead Software Engineer, under general direction, develops and maintains moderately complex to complex components for the Research Information System (RIS) and systems working in a team. Receives minimal guidance and supervision from senior-level peers, provides mentorship to junior-level peers. Develops moderately complex to complex RIS applications, and relational databases to include design, writing, installing, documenting, and/or testing (full stack) based on user requirements and analysis using software engineering principles.

**Essential Duties and Tasks:**

**35% Complex Component Development and System Maintenance**

* Develops and maintains moderately complex to complex components for the Research Information System (RIS) and systems working in a team.
* Receives minimal guidance and supervision from senior-level peers, provides mentorship to junior-level peers.
* Develops moderately complex to complex RIS applications and relational databases to include design, writing, installing, debugging, troubleshooting, documenting, and/or testing (full stack) based on user requirements and analysis.
* Develops moderately complex to complex solutions on the appropriate platforms (desktop application, web application) as required by projects.
* Reviews system and program documentation for accuracy and completeness.
* Reviews recommendations for improvement of programming tools and strategies as part of the development process.

**20% System Administration and Security Coordination**

* Coordinates efforts to set up, configure, maintain, and administer RIS servers and client systems and ensures all code meets security standards.
* Maintains familiarity with version control and containerization.

**15% Research Client Support and Analysis Assistance**

* Leads the assessment of research client needs and development requirements.
* Performs analysis based on user requirements.

**10% Documentation and Compliance**

* Prepares moderately complex to complex RIS systems and program documentation for clients and technical staff.
* Keeps current in professional growth, state/university rules and regulations, and policies, procedures, and various standards in research administration.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined By Department To Meet Business Needs or Can Be Incorporated Into Percentages Above.

**Qualifications**

**Required Education:**

* Bachelor's degree or equivalent combination of education and experience.

**Required Experience:**

* Five years of software development experience.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Advanced knowledge of programming, software development, database management, server administration, security standards, technical documentation, client needs assessments and applicable regulations.
* Advanced skills in full stack development, troubleshooting and debugging, problem solving, communication, detail orientation and time management. Leadership and mentorship skills.
* Ability to collaborate, learn continuously and be adaptable.

**Additional Information**

**Machines and Equipment:**

* Standard office equipment

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This position is security sensitive.
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures.
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[x]  **Yes**

[ ]  **No**