



---

## Texas A&M University RIS Principal Software Engineer Generic Job Description

---

**Classification Title:** RIS Principal Software Engineer

**Job Family:** Research Administration / Sponsored Programs

**FLSA Exemption Status:** Exempt

**Pay Grade:** 17

### Job Description Summary:

The RIS Principal Software Engineer, under general direction, develops and leads large and complex components and systems for the Research Information System (RIS). Responsible for delivering on small to medium sized projects end-to-end. Develops 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.

### Required Education and Experience:

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

### Machines and Equipment:

- Standard office equipment: computer, keyboard, multifunctional printer, telephone, fax machine – 35 hours.

### Physical Requirements:

- May be required to lift and/or move heavy objects (computer equipment) while in the performance of essential job duties.

## 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 regulations and procedures.
- Persons in this position are considered essential when the University declares an emergency, campus closure, class cancellations, etc., and are therefore required to report to work and remain on duty unless/until relieved by the direct supervisor.
- Works to cover shifts, or take emergency call, on evenings, weekends, and holidays as required.

## Essential Duties and Tasks:

### **20%: Leadership and Project Management**

- Develops and leads large and complex components and systems for the Research Information System (RIS).
- Responsible for managing day to day activities of small to medium sized projects.
- Leads a small team, mentoring junior software engineers, and providing technical guidance.
- May supervise software engineers or student employees.

### **25%: Complex Software Development and Technical Expertise**

- Conducts code reviews and designs and delivers on small to medium sized projects end-to-end.
- Develops 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 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.

### **15%: System Administration and Security Leadership and Coordination**

- Leads and/or coordinates efforts to set up, configure, maintain, and administer RIS servers and client systems. Ensures all code meets RIS security standards.
- Maintains familiarity with version control and containerization.

### **15%: Research Client Support, Documentation, and Compliance**

- Leads the assessment of research client needs and develops requirements.
- Performs analysis based on user requirements.

### **5%: Documentation and Compliance**

- Keeps current in professional growth, state/university rules and regulations, and policies, procedures, and various standards in research administration.

**20%: Remaining Percentage Can Be Determined By Department To Meet Business Needs or Can Be Incorporated Into Percentages Above**

**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](#).**

**Yes**

**No**

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

**Yes**

**No**