 **Software Applications Developer I Standard Job Description**

**Classification Title:** Software Applications Developer I

**FLSA Exemption Status:** Exempt

**Pay Grade:** 68

**Job Description Summary:**

The Software Application Developer I, under direction, performs routine software development support functions

**Essential Duties and Tasks:**

**35% Application Requirements & Design**

* Confers with clients to define application requirements.
* Identifies programming and output needs.
* Verifies preliminary design and output.
* Recommends technical and procedural design for new or revised applications, including flow charts, system specifications, programming guidelines, and code review.

**25% Programming and Documentation**

* Reviews, modifies, and writes program code and job control language.
* Writes documentation of system procedures and guidelines for application users.
* Writes documentation for programs and program modifications.

**20% Testing, Support, and Problem Resolution**

* Assists with testing of complex programs, program modifications, or applications.
* Answers questions and provides technical assistance and training to application users.
* Resolves problems by reviewing and analyzing software documentation and production outputs to identify causes, solutions, and make appropriate referrals.

**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:**

* Four months (1 semester) of student worker and/or customer service experience.

**Required Licenses and Certifications:**

* None

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

* Ability to multitask and work cooperatively with others.

**Additional Information**

**Machines and Equipment:**

* Computer
* Phone

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* Required to be on call, work weekends, and times outside regular business hours as warranted by business necessity.
* This role may require working outside of standard office hours, including evenings, weekends, and holidays, to support the demands of technology services and ensure the seamless operation of essential systems.
* 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?**

[ ]  **Yes**

[x]  **No**