**Software Engineer I Standard Job Description**

**Classification Title:** Software Engineer I

**FLSA Exemption Status:** Exempt

**Pay Grade:** 71

**Job Description Summary:**

The Software Engineer I, under general supervision, assists with developing and maintaining routine components with guidance and support from experienced team members. Assists in developing routine web applications, desktop applications, and relational databases to include design, writing, installing, documenting, and/or testing (full stack) based on user requirements and analysis.

**Essential Duties and Tasks:**

**20%: Application Development and Testing**

* Assists in developing routine web applications, desktop applications, and relational databases to include design, writing, installing, debugging, troubleshooting, documenting, and/or testing (full stack) based on user requirements and analysis.

**20%: Platform Recommendation and System Maintenance**

* Assists in recommending solutions on the appropriate platforms (desktop application, web application) as required by projects. Assists in efforts to setup, configure, and maintain server and client systems.
* Ensures all code meets security standards.
* Maintains familiarity with version control and containerization.

**20%: Needs Assessment and Documentation**

* Assists with the assessment of client needs and development requirements.
* Performs routine analysis based on user requirements.
* Assists with preparing system and program documentation for clients and technical staff.

**20%: Professional Growth and Tool Enhancement**

* Keeps current in professional growth.
* Keeps current on state/university rules and regulations with regards to technical responsibilities.
* Follows policies, procedures, and various standards.
* Makes recommendations for improvement of programming tools and strategies as part of the development process.

**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.

**Required Education and Experience:**

* Bachelor’s degree or equivalent combination of education and experience.
* One year of software development/engineering, applications development, programming, systems architecture or related experience.

**Required Licenses and Certifications:**

* None

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

* Knowledge of programming languages, software development lifecycle and security principles and best practices.
* Coding, software development, problem solving, testing, debugging, communication and collaboration skills.
* Ability to work with complex problems.
* Ability to multitask and work cooperatively with others.

**Machines and Equipment:**

* Computer: 35 hours.

**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 regulations and procedures.
* Works to cover shifts, or take emergency call, on evenings, weekends, and holidays as required.

**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**