## **Full Stack Software Engineer**

**Current Incumbent:**N/A **Department:** Digital Information Systems

**Reports to:** Dr, Data and Apps Mgmt. **Reports: 0**

**Status:** Full Time, Exempt **Indirect Reports: 0**

**Updated**: 10/20/2020 **Eligible for Telework/CWW: Yes**

## **Summary of Position:**

The position is responsible for design, development, configuration, and maintenance of enterprise applications used by NAA, its affiliates, and members. The incumbent will identify opportunities for technical enhancements, process optimization, and software development within NAA’s Association Management System (AMS), Salesforce, and other applications. Reporting to the Director of Data and Applications Management, the candidate will act as technical lead in developing, modifying, updating, and documenting system design for NAA’s suite of applications.

## **Principal Accountabilities:**

* Design, code, debug, test, deploy, and maintain software through the full application life cycle.
* Customize/configure enterprise applications to support business functions and meet project objectives and organization goals.
* Partner with Okta administrator to support and enhance SSO implementation in NAA’s web applications.
* Leverage front and back end web technologies to deliver rich, productive user experiences.
* Support DIS leadership in prioritizing backlog items for each web applications, planning sprints, and managing the development schedule.
* Manage daily support and maintenance of NAA’s Salesforce instance and construct long-term improvements and upgrades.
* Communicate and collaborate with project managers to design intelligent and effective business solutions.
* Work with project teams to review business requirements, process flows, and develop application designs.
* Develop user-requested enhancements in the context of building and maintaining larger applications.
* Create and update triggers and automated processes as requirements evolve.
* Develop and maintain API integrations, ETL operations, and custom code to support development interfaces.
* Create and maintain documentation consisting of technical artifacts, processes, and system functionality/tools.
* Provide support and backup for NAA’s SalesForce administrator/analyst.
* Other IT-related duties and responsibilities as requested.

## **Competencies:**

1. Communication proficiency
2. Organizational skills
3. Critical evaluation
4. Technical capacity
5. Cultural awareness
6. Relationship management
7. Ethical practices

## **Supervisory Responsibilities:**

This position has no direct supervisory responsibilities.

## **Travel:**

Little to no travel is expected for this position. If any, travel would be local during the business day.

## **Required Education and Experience:**

* 4+ years in software development and configuration (school projects count!)
* Experience with multiple front-end languages and libraries (e.g. HTML/ CSS, JavaScript, XML, jQuery)
* Experience with multiple back-end languages (e.g. C#, Java, Python, Apex, SQL) and JavaScript frameworks (e.g. Angular, React, Node.js)
* Experienced in designing, developing, and maintaining business database applications
* Proficiency in developing and maintaining API and related integrations
* Excellent interpersonal skills with a demonstrated ability to work in a cross functional team environment
* Competency in documenting business requirements and test cases
* Experience managing deployments and applying deployment best practices
* Systems perspective and demonstrated ability to craft creative, efficient solutions for complex requirements
* Ability to produce and execute with ambiguous requirements and an interrupt driven environment
* Collaborative approach to systems management, team player

## **Preferred Education and Experience:**

* Experience using modern full-stack development technologies to deliver responsive web applications to NAA’s constituents
* Experience with Salesforce Lightning Experience, Apex, SOQL, SOSL, VisualForce, and JavaScript
* Experience using Salesforce.com data tools such as Data Loader and Excel Connector
* Current Salesforce certifications: ADM-201, DEV 401, DEV 501
* Experience with DemandTools, Pardot, Salesforce Sales Cloud and Service Cloud
* Experience with Salesforce Communities
* Working knowledge of Okta SSO
* Experience working with associations and Association Management Systems, specifically NimbleAMS

## **Physical Demands:**

While performing the duties of the job, the employee is regularly required to sit, use hands to finger, handle or feel objects, tools or controls; reach with hands and arms. The employee may occasionally lift up to 20 pounds.

## **Work Environment:**

Work is regularly performed in a professional office environment and routinely uses standard office equipment.

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **Signatures:**

This job description has been approved by all levels of management:

Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employees signature below constitutes employee’s understanding of the requirement, essential function and duties of the position.

Employee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_