JOB DESCRIPTION

INFORMATION

Job Title	*Junior Software Engineer*	**EEOC Job Classification**	Professional
		FLSA Classification	Exempt
Department	Software Development	**W/C Classification**	8868 – Administration/Faculty
Reports To	Software Engineering Manager	**Effective Date**	3/16/2021

SUMMARY

The Junior Software Engineer plays a vital role in sustaining, documenting, and implementing software solutions while following proper architecture and coding standards. This position works collaboratively with the Software Development team as well as campus stakeholders to meet and advance organizational needs in alignment with strategic objectives. This role functions under the guidance of the Software Engineering Manager to maximize resource allocation for operational as well as project workflows.

ESSENTIAL JOB FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Design, develop, test, integrate, and maintain software solutions and platforms throughout the entire application lifecycle, from initial project scoping to end of life.
- Actively collaborate with stakeholders to identify and prioritize improvements to company operations and business processes, and to implement effective software solutions to technical and user experience challenges.
- Actively collaborate with Software Development and stakeholders to ensure completion of project milestones.
- Develop proficiency with current TMUS software systems to ensure the reliability and maintainability of regular business operations.
- Partner with the Software Development team to evaluate potential SaaS solutions and 3rd party resources, provide recommendations, and support data integration and implementation.
- Create and support resources for effective data governance and business intelligence.
- Protect operations by keeping systems and data secure and ensuring compliance with company and legal regulatory requirements.
- Augment personal skills through ongoing study of development tools, programming techniques, security practices, and technology developments.
- Participate in team daily standups and utilize agile development best practices.
- Perform other miscellaneous job-related duties as assigned.

QUALIFICATIONS

- Has a personal relationship with Jesus Christ, a demonstrated commitment to the doctrinal position of TMUS, and a continuous exhibition of a desire to minister and serve others in varied capacities.
- Demonstrated ability to establish and maintain effective working relationships with staff, faculty, vendors, students, &/or community members of diverse academic, socio-economic, cultural, & ethnic backgrounds.
- Exercise confidentiality, good judgment and discernment.

- Commitment to respect and submit to departmental and Institutional leadership.
- Ability to independently execute on projects with commensurate self-starting capabilities.
- Strong oral and written communications skills encompassing the ability to monitor and appropriately adjust expectations of our constituents and valued partners.
- Able to maintain appropriate demeanor especially in cases of high stress and volatility.
- Must successfully pass a background investigation.

SUPERVISORY RESPONSIBILITY

- This position has no supervisory responsibility.

EDUCATION AND EXPERIENCE

Minimum requirements for this position:
- Bachelor's degree in Computer Science or related field
- Two years' experience in a full-time software support or development role.
- Experience working with the following technologies: C#, .NET MVC, Microsoft Visual Studio, SQL, HTML, CSS, JavaScript.
- Experience with relational database technologies and structures.
- Familiarity with version control systems such as Git.
- Understanding of agile development principles and best practices.
- Proficient in Microsoft Office Suite

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- While performing the duties of this job, the employee is regularly required to talk, hear, speak, stand, and walk.
- Repetitive motions on a keyboard and looking at a computer monitor for an extended duration of time is required.
- This position requires the ability to occasionally lift, push, pull, grasp, and bend while lifting up to 30 lbs.
- Some travel may be required including overnight stays.

ADDITIONAL INFORMATION

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

The Master's University & Seminary does not discriminate on the basis of race, color, national origin, ancestry, gender, age, marital status, veteran status or prior military service, medical condition, or any physical or mental disability. We are committed to practicing principles of equal employment opportunity and diversity based upon sovereign Biblical principles.