DEPARTMENT:	Research and Development
LOCATION:	Cunupia
JOB TITLE:	Software Engineer
REPORTS TO:	Manager - Innovation & Solutions

JOB SUMMARY:

The Software Engineer is responsible for designing, developing and installing software solutions using high quality, innovative and fully performing software in compliance with coding standards and technical designs. The Software Engineer is required to conduct research and always be aware of new and upcoming technologies and how these can be applied to business operations to contribute to the success of the organization.

DUTIES AND RESPONSIBILITIES:

- Design and develop software applications utilizing programming skills that can aid in improving efficiency and effectiveness of the business operations.
- Document and demonstrate solutions by utilizing proper design techniques (flowcharts, case studies, state transition diagrams, data flow diagrams, weight score models, etc.).
- Identify and implement enhancements to existing software applications created by the team.
- Provide reports to the Innovation and Solutions Supervisor and Research and Development (R&D) Project Coordinator daily on statuses, concerns, accomplishments and other items deemed necessary of all assigned and ongoing tasks/projects.
- Work with the Innovation and Solutions Supervisor and other team members to conduct root cause analysis of issues, review new and existing code and/or perform unit testing to ensure strong functionality of software applications.
- Ensure that communication is effective and professional with internal and external customers.
- Assist in improving business operations by conducting systems analysis and recommending changes in policies and procedures and how these changes can be implemented using technology.
- Collaborate cross-functionally with business users, project managers and other engineers to achieve elegant solutions.
- Research and present new and emerging technologies to Innovation and Solutions Supervisor and Project Coordinator to determine how these technologies can potentially be applied to improve business operations of the organization.
- Any other duties that may be required.

HSSEQ RESPONSIBILITIES:

- Observe all health and safety rules and regulations.
- Stop all work if any unsafe conditions exist or unsafe practices are observed
- Report any unsafe conditions or practices to your Supervisors and/or Team Leaders.
- Understand how to perform jobs assigned in accordance with operating procedures and/or work instructions.
- Do not undertake any job you do not understand – ask your immediate Supervisor and/or Team Leaders once there is any doubt.
- Wear and use all safety equipment required to ensure the safe execution of the specific job
- Participate in mandatory toolbox meetings, safety meetings and training sessions (internal and/or external) as required.
- Report all incidents immediately to your Supervisor and/or Team Leaders.
- Cooperate during incident investigations so that the incident causes can be determined, and corrective action taken; and
- Tag and Report any and all defective tools or equipment immediately.
- Follow and maintain Company standards of Quality in accordance with Company Quality System requirements.

- Adhere to the guidelines stated in the Policy Manual.

KEY PERFORMANCE INDICATORS (KPIS)
- 90% completion of tasks within the given time period (with reasonable explanations if not met).
- 90% of tickets resolved in < 24 hours.
- Minimum one (1) learning session per quarter in the department's Sip and Learn sessions.
- Minimum 8/10 rating on user interface design of applications developed.
- Minimum 8/10 rating of code developed and tested within our repository, from the Supervisor, on all related projects.

EDUCATION REQUIREMENTS AND EXPERIENCE:
- BSc in Information Technology / Computer Science
- Programming knowledge in Python, PHP, JavaScript and HTML would be considered an asset
- Minimum of 1-year experience in a similar role

PERSON SPECIFICATION:
The incumbent must demonstrate the following skills:
- Knowledge of Windows desktops, operating systems, and MS Office Application Suite.
- Technical proficiency in current technology trends and an excellent understanding of business process and requirements for computer systems.
- Ability to operate under pressure, achieve goals and meet deadlines.
- Confidentiality
- Possess integrity and ethics
- Detail oriented
- Able to meet deadlines
- Problem analysis and problem-solving skills