

Michal Juhas

2021

 **CHECKLIST**

Must-know IT Terminology For Non-tech Professionals

**Learn this essential terminology to
recruit IT candidates with confidence
and get more clients on board!**

Copyright Notice

Copyright © 2021 EdTech Labs Europe j. s. a., All Rights Reserved

All rights reserved. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the publisher, except in the case of brief quotations embodied in critical reviews and certain other noncommercial uses permitted by copyright law.

For permission requests, write to the publisher, at the address below:

EdTech Labs Europe, j. s. a.

Cernysevskeho 10
851 01 Bratislava
Slovak Republic
www.edtechlabs.com

Ordering Information:

Special discounts are available on quantity purchases by agencies, corporations, associations, and others. For details, please request more info on our website at <https://geekrecruiters.com/for-teams>.

IT Recruitment Training For Teams:

If you'd like to train your team on-site at your premises or online via a conference call, please request our brochure at <https://michaljuhas.com/it-recruitment-for-teams>.

This is a product of Geek Recruiter's Academy. Learn more about Geek Recruiters products at <https://shop.geekrecruiters.com/>.

Quick Self-Assessment

Try to answer these questions. If you knew the answer, tick the box on the right.

#	Question	Did you know?
1	What is a software framework?	
		<input type="checkbox"/>
2	What is an alternative to Waterfall software development?	
		<input type="checkbox"/>
3	What roles do work in Scrum teams?	
		<input type="checkbox"/>
4	What is a CMS?	
		<input type="checkbox"/>
5	What are some of the most popular tech stacks?	
		<input type="checkbox"/>
6	What's the difference between testing and QA?	
		<input type="checkbox"/>
7	What's the difference between SQL and PL/SQL?	
		<input type="checkbox"/>
8	What's the difference between UX and UI?	
		<input type="checkbox"/>
9	What's the difference between Scrum and Kanban?	
		<input type="checkbox"/>
10	What frameworks or technologies do you consider trending?	

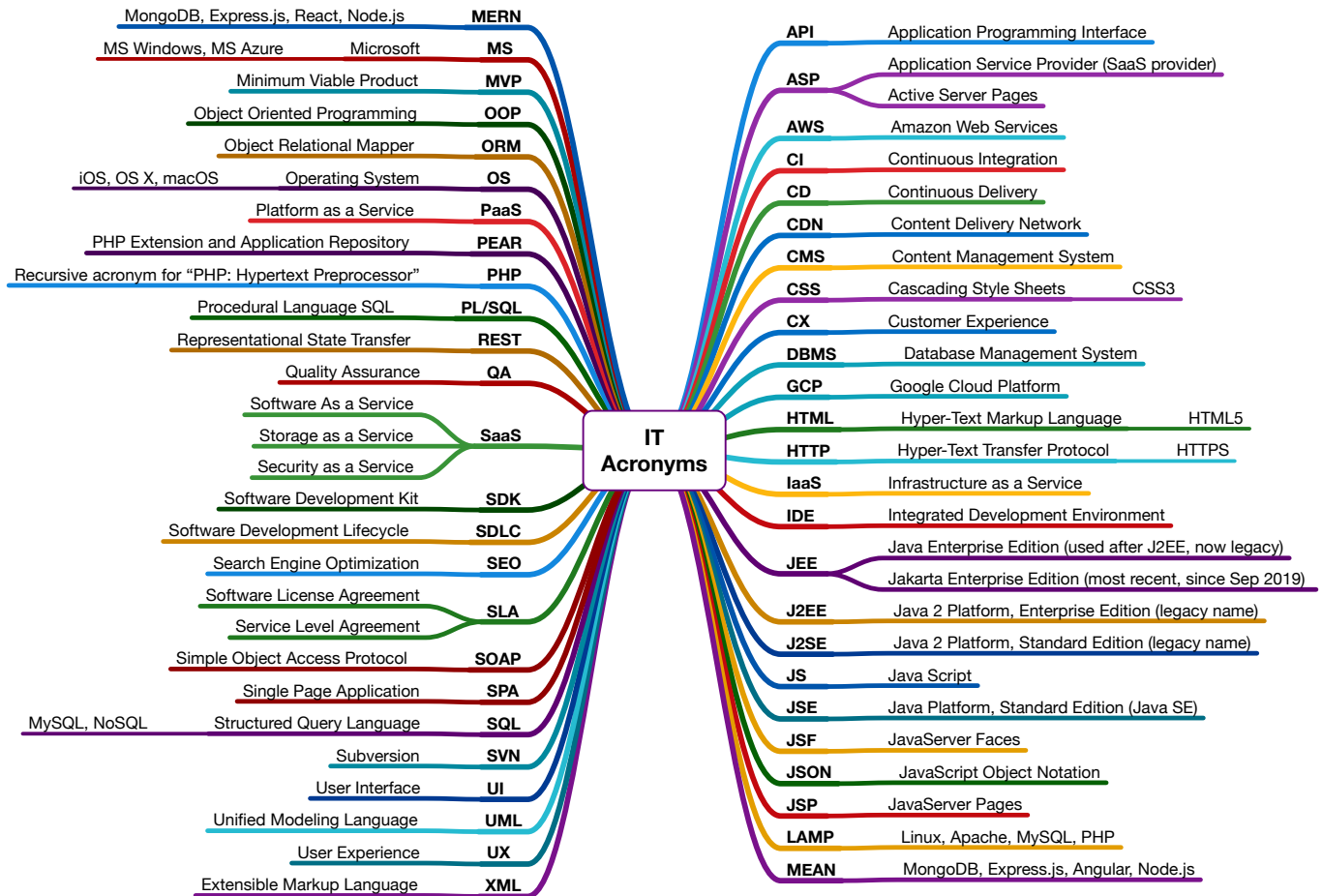
#	Question	Did you know?
		<input type="checkbox"/>
11	What's the difference between a database developer and database administrator?	
		<input type="checkbox"/>
12	What's the difference between a web developer and a frontend developer?	
		<input type="checkbox"/>
13	What PHP frameworks do you know?	
		<input type="checkbox"/>
14	What JavaScript frameworks do you know?	
		<input type="checkbox"/>
15	What is Python used for?	
		<input type="checkbox"/>
16	What is Swift?	
		<input type="checkbox"/>
17	Where do developers store their code?	
		<input type="checkbox"/>
18	What is an API and why it's so important in software development?	
		<input type="checkbox"/>
19	What are some of the most popular frameworks in JavaScript language?	
		<input type="checkbox"/>
20	What database systems are you aware of?	

#	Question	Did you know?
		<input type="checkbox"/>
21	What's the difference between a data engineer and a data scientist?	
		<input type="checkbox"/>
22	What is DevOps and why it's so popular these days?	
		<input type="checkbox"/>
23	What are some of the most popular frameworks in Java language?	
		<input type="checkbox"/>
24	What are some of the most popular CMS?	
		<input type="checkbox"/>
25	How would you search a C# mobile app developer on LinkedIn?	
		<input type="checkbox"/>
26	How would you search for a JavaScript developer on GitHub?	
		<input type="checkbox"/>
27	How do you determine if a full-stack JavaScript developer is a good fit for a cross-platform mobile app developer role?	
		<input type="checkbox"/>
28	What would you ask a backend Java developer during a screening/interview call?	
		<input type="checkbox"/>

Your score: _____ out of 28 questions

Must-know IT Acronyms

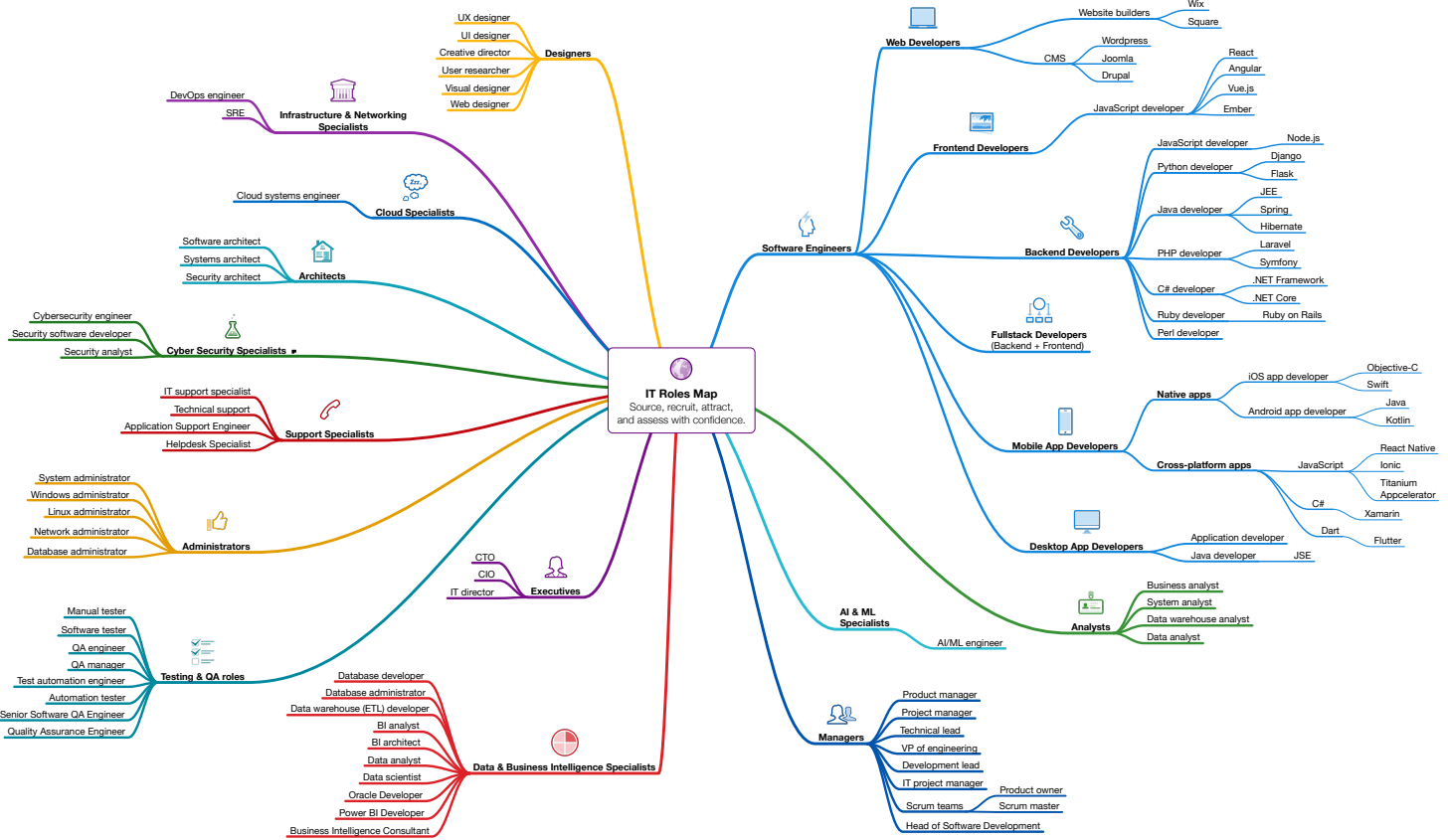
You can find the following acronyms in most job descriptions. Do you know what do those acronym actually mean? Can you use them in a sentence?



Recruitment consultants fill more IT vacancies, sales managers close more deals... if they can "talk tech" with candidates and clients.

72 Common IT Roles

Are you aware of the common IT roles?



IT professionals don't like engaging with recruitment consultants and sales managers who know little about IT and related roles. "First speak tech, then sell more."

Key IT Terminology

Are you aware of the key IT terminology? Can you ask relevant questions the hiring managers or candidates?

1. Software Development Lifecycle & Methodologies

- ☐ **Systems Development Lifecycle (SDLC)**
- ☐ **Stages** of the SDLC
- ☐ **Methodologies** of the SDLC
 - ☐ Waterfall
 - ☐ Lean
 - ☐ Agile
- ☐ **Four Agile values**
- ☐ **Twelve Agile principles**
- ☐ **Three Agile methodologies**
 - ☐ Kanban
 - ☐ Scrum
 - ☐ Extreme programming
- ☐ **Scrum in depth**
 - ☐ Three Scrum roles
 - ☐ Four Scrum events
 - ☐ Five Scrum artifacts
- ☐ **How does Agile influence DevOps, and vice versa**

2. Organizational Design & Digital Teams

- ☐ **Organizational Structure**
 - ☐ Functional IT Organization
 - ☐ Divisional IT Organization
 - ☐ Matrix IT Organization
 - ☐ Agile / Flat IT team structure
- ☐ **Product vs. Engineering Teams**

- ☐ Specifics of the Product teams
- ☐ Common engineering teams
- ☐ **Team Patterns**
 - ☐ Technology teams
 - ☐ Matrix teams
 - ☐ Product teams
- ☐ **Team Specifics**
 - ☐ Siloed vs. Agile, cross-functional teams
 - ☐ Startups vs. Corporations
 - ☐ Product-centric company vs. Agency
 - ☐ Business-developer match
- ☐ **Career Paths & Ladders**
 - ☐ Frequent entry roles in IT
 - ☐ From an Engineer to a CTO
 - ☐ Operating Levels
- ☐ **The 16 Key Roles In Digital Teams**
 - ☐ Digital Business Team Roles (Product manager, UX, UI designer, ...)
 - ☐ Digital Technology Team Roles (Frontend, Backend, Data, Infra, QA)
 - ☐ Extended Business Team Roles (CX design, (Tech) Customer support, ...)
- ☐ **Management Roles in IT**
 - ☐ CIO vs. CTO
 - ☐ CTO vs. VP Engineering
 - ☐ Product manager vs. Product owner
 - ☐ Project manager vs. Product manager
- ☐ **Individual Contributors in IT**
 - ☐ Software developer
 - ☐ Software tester
 - ☐ Database developer
 - ☐ Database administrator
 - ☐ Designer
 - ☐ IT support / Technical support
 - ☐ Business vs. System analyst

- ☐ Business analyst
- ☐ System analyst
- ☐ Network engineer
- ☐ IT consultant / Technical consultant
- ☐ Technical sales
- ☐ Web developer

3. Software Developers, Languages, Frameworks

- ☐ **Languages, Frameworks, Libraries, Tools**
 - ☐ Programming language
 - ☐ Software framework
 - ☐ Software library
 - ☐ IDE
- ☐ **The three IT layers:** Frontend, Backend, Storage
- ☐ **Backend & Frontend Languages**
 - ☐ PHP language
 - ☐ Java language
 - ☐ JavaScript language
 - ☐ C# language
 - ☐ Python language
 - ☐ Ruby language
 - ☐ C++ language
 - ☐ SQL language
- ☐ **Native Mobile App Languages**
 - ☐ Kotlin
 - ☐ Swift
 - ☐ Objective-C
- ☐ **Web developers**
 - ☐ Web developer
 - ☐ HTML5
 - ☐ CSS3
- ☐ Who is a **Frontend** developer?

- ☐ Who is a **Backend** developer?
- ☐ Who is a **Fullstack** developer?
- ☐ Who is a **Mobile app** developer?

4. Tech Stacks, Servers, Cloud, Storage

- ☐ **Application, Server, Interface**
 - ☐ Application
 - ☐ Server
 - ☐ Application Programming Interface (API)
- ☐ **Tech components**
 - ☐ The three IT layers
 - ☐ Operating system
 - ☐ Web server
 - ☐ Database server
 - ☐ LAMP tech stack
 - ☐ MEAN tech stack
- ☐ **Cloud**
- ☐ **Software Code Repositories**
 - ☐ Open source code / software
 - ☐ Repository
 - ☐ Git
 - ☐ GitHub
 - ☐ GitLab
 - ☐ Bitbucket

5. Data, Databases, Business Intelligence

- ☐ **Foundation**
 - ☐ Data
 - ☐ Database
 - ☐ Database server
- ☐ **Query & Programming Languages**

- ☐ SQL (Query Language)
- ☐ PL/SQL (Programming Language)
- ☐ **Big Data**
 - ☐ Data Warehouse vs. Big Data
 - ☐ Big Data Tools
- ☐ **Team Roles**
 - ☐ Database developer
 - ☐ Database administrator
 - ☐ Data architect
 - ☐ Data engineer vs. Data scientist
 - ☐ Business intelligence (BI) analyst vs. Data scientist
 - ☐ Data warehouse analyst

6. Testing, QA, DevOps

- ☐ **Testing in Waterfall vs. Agile**
 - ☐ Manual vs. Automated testing
 - ☐ Testing vs. QA
 - ☐ Testing in Waterfall
 - ☐ Testing in Agile
 - ☐ Agile vs. Waterfall testing
- ☐ **Agile Testing**
 - ☐ Agile testing principles
 - ☐ Agile testing methods
 - ☐ Agile testing mindset (vs. Waterfall?)
- ☐ **Testing Types**
 - ☐ Functional testing (Sanity testing, Regression, Smoke, UAT, ...)
 - ☐ Non-functional testing (Security, Load, ...)
- ☐ **Testing Tools & Frameworks**
 - ☐ Testing frameworks
 - ☐ Software testing automation tools
 - ☐ JavaScript test automation frameworks
- ☐ **Team Roles**

- ☐ Testing team roles
- ☐ Team roles explained
- ☐ Agile tester's role
- ☐ Agile tester's skills
- ☐ **DevOps**
 - ☐ DevOps = Dev + Ops + QA
 - ☐ Development workflow in a DevOps environment
 - ☐ CI
 - ☐ CD
 - ☐ DevOps tools

7. Software Design, Web Design, CMS

- ☐ **Prototyping**
 - ☐ Design Sprint
 - ☐ Prototype
 - ☐ MVP
- ☐ **UX, UI**
 - ☐ UX
 - ☐ UI
 - ☐ CX
- ☐ **Content Management Systems**
 - ☐ CMS
 - ☐ Wordpress
 - ☐ Drupal
 - ☐ Joomla

ATTENTION: Recruiters, HR & TA specialists, BizDev managers, recruitment & sales managers:

"Your Team Is Missing Out On Commissions And Bonuses Because They Are Not Filling All The IT Positions They Can!"

If your team is like most I worked with, **they can start filling more IT vacancies** as soon as they understand all the technical terminology in JDs and CVs.

Recruitment agencies hire me when they face some of these challenges:

- **Recruiters have hard time analyzing their job requirements** because they are full of IT terms they don't know,
- **They are not confident** when engaging with IT candidates or hiring managers,
- **Technical CVs are a "blackbox"** because of the abundance of IT terminology,
- **They are inefficient when matching candidates with positions** because the IT roles are vague and confusing.

But the good news is that **they CAN do better** in IT recruitment. I've helped clients from Europe, the US, and Asia to fill more IT positions and I'm here to help your team, too!



About Michal Juhas

Managing Director & Lead Recruiter at Geek Recruiters

Michal has co-founded companies in the Czech Republic, Thailand, and Slovakia. The biggest one, where he served as a CTO, has reached 100 mil. USD in annual gross booking volume. As the CTO, Michal has hired and led on-site and remote software development teams and was responsible for innovation and product management.

In 2019, with his business partner they started EdTech Labs Group with a goal to help businesses recruit and build IT teams who deliver great software. Their clients include well-known companies from Europe and the US.



Michal also serves as a consultant and trusted advisor to CEOs, CTOs, and business owners who want to use modern digital marketing and sales strategies to grow their business.

Featured Publications

1. *IT Talents Book*
2. *Recruiter's Mind Maps Booklet*
3. *Secret Guide To Confident Small-talk With IT Candidates*
4. *My Recruitment Method*

Interested? Please reach out via email michal@michaljuhas.com to schedule a call.

