

Minimum Requirements

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1. Introduction

1.1. Purpose

The purpose of this document is to define the minimum requirements for achieving different titles of the career path.

1.2. Terms and Abbreviations

Terms

- Assessee: The person that is assessed
- Assessor: The person who will review and evaluate the assessee (aka. reviewers)

The typical abbreviations used:

- NUS: NUS Technology
- ASE: Associate Software Engineer
- SE: Software Engineer
- SSE: Senior Software Engineer

2. Minimum Requirements

2.1. Overview

Minimum requirements are defined as a set of conditions an employee needs to satisfied to be recognized for a job title. There are four types of requirements:

- English skills
- Work experience
- Technical skills
- NUS work practices

The first three minimum requirements are defined in Table 1.

Title	English level	Work experience	Technical skills
ASE	See section 2.2 for more details	Not required	Not required
SE		1 year	1 year
SSE		3 years	2 years

Table 1: Minimum requirements

2.2. English skills

The assessee needs to prove their English proficiency level for a certain job title by satisfying the minimum conditions listed in Table 2.

Title	Condition	Notes
ASE	TOEIC 400	
SE	TOEIC 500	
SSE	TOEIC 600	Minimum reading score: 350

Table 2: English Level

Note: the result of an internal TOEIC test organized by the company is also accepted.

If the assessee has other English certificates such as TOEFL or IELTS, the assessor will:

- Separately consider each case due to the unavailability of direct transfers among these certificates.
- Use qualitative criteria to test assessee's English ability.

The minimum requirements for English skills will also be satisfied if the assessee satisfies one of the following conditions:

- At least 6 months full-time working/studying in a English-speaking country
- Graduated from a school where all courses are given in English
- At least 3 months working directly with clients in English
- English is native or bilingual

2.3. Work experience

Work experience is defined as the specific number of years that the assessee have worked in the IT development industry. It also includes the time working at other places before joining NUS Technology.

2.4. Technical skills

The requirement of technical skills is defined as a number of years that the assessee have worked in a specific technical area which is related to his/her daily work at the company. It must be one of the following:

- Web Development
- Mobile Development

2.5. NUS work principles

NUS work principles are best practices and good behaviors being applied at NUS Technology. These will be interviewed specifically by a company-level person of NUS Technology to make sure he/she understands and is consistently following them.

Example:

- When can you call a task “done”?
- How do you test after fixing a bug?
- Work principles: strictly follow requirements? Being active?

3. Business rules

If the assessee does not meet the minimum requirements for a title but passed all required slot levels, the title will not be accepted. This title will be accepted only when the assessee meet all minimum requirements.

Any exception will be considered separately with the agreement from the Board of Directors.