**Roles and Responsibilities**

Election Management System for R & J Professionals

3/5/2018

Team 8

**Version:** 1.0

**Created:** 03/05/2018

**Last Updated:** 03/05/2018

**Status:** Finalized

**Revision and Signoff Sheet**

**Document History**

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| --- | --- | --- | --- |
| Version | Date | Author | Description of Change |
| 1 | 03/05/2018 | Tyler Simon | First |
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**Approvers List**

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| --- | --- | --- | --- |
| Name | Role | Approver / Reviewer | Approval / Review Date |
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**Reference Documents**

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| **Version** | **Date** | **Document Name** |
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| **Role Title** | **Responsibilities of Role** | **Assignee** |
| Project Manager | Maintains absolute authority over the project group and maintains complete responsibility for the coordination of team members for the duration of the project. Will focus on allocating resources and maintaining project direction and focus. | Harsha Pitawela |
| Testing Manager | Responsible for ensuring the tests written by the testers for the project adequately test its functionality. Will be responsible for determining whether the tests performed meet the standard required to match or exceed the contractual quality requirements, and taking corrective action if they do not. | Zikun Chen |
| Database Manager | Expected to maintain, develop, and implement the policies and procedures required to ensure the security and functionality of the database used within the project. | Tyler Simon |
| Programmer | Will convert the conceptual specifications given by the project scope into functional programs as dictated by the project manager. | Harsha Pitawela, Zikun Chen, Tyler Simon |
| Tester | Will be required to write and run the tests necessary to prove the project performs to user specifications. | Harsha Pitawela, Zikun Chen, Tyler Simon |