# Promotion Plan: Software Engineer MT to Software Engineer D

## 1. Summary

This document outlines a clear, actionable plan for progressing from Software Engineer MT to Software Engineer D at Lloyds Banking Group by 1st September. It includes key expectations, a personal development checklist, a communication plan with your manager, and a timeline of weekly execution.

## 2. Key Expectations for Software Engineer D

- Write clean, well-documented code and participate in code reviews

- Debug, troubleshoot, and maintain software

- Proactively handle incidents and demonstrate ownership

- Stay current with technology, continuously upskill

- Collaborate across teams and support testing, release, and live service activities

- Demonstrate growth mindset, effective communication, and contribution to team goals

## 3. SE-D Development Checklist (June–August)

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| --- | --- | --- | --- |
| Area | Goal | Example Actions | Timeline |
| Code Ownership | Lead a task end-to-end | TMX Spike + follow-ups | Start now |
| Quality Engineering | Improve test coverage | Add/expand tests for TMX or shared module | July |
| DevOps Awareness | Work on pipeline/tools | Raise a DevOps task or own CI/CD issue | July |
| Proactive Support | Own incident or bug fix | Lead resolution and document findings | August |
| Growth Mindset | Show learning + mentorship | Pair program, share learning summaries | Ongoing |
| Communication | Raise points in planning | Own TMX conversation, cross-team collaboration | This week |

## 4. Communication Plan with Manager

• Schedule a 30-minute follow-up meeting to clarify expectations and define promotion criteria.

• Ask for specific skill gaps and examples of SE-D behaviour.

• Agree on fortnightly check-ins to share progress and receive feedback.

• Send a written follow-up after the meeting summarising goals and action items.

## 5. Weekly Execution Timeline

* This week: Raise TMX spike, bring it to planning
* Week 1 July: Own fix path or investigation, write tests
* Week 2 July: Mid-month check-in with manager
* Week 3 July: Lead a production defect resolution
* Week 4 July: Work on pipeline or deployment issue
* August: Prepare mini case studies for impact areas
* Late August: Request final feedback and promotion discussion