



Te Tira Tiaki
Government Communications
Security Bureau



Te Pā Whakamarumaruru
New Zealand Security
Intelligence Service

Software Engineer – Level 1

Directorate: Technology and Data

Location: Wellington

Salary range: G \$87,048 - \$111,228 | Midpoint (\$96,720) reflects fully performing in role

About the Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service, we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

About Us

Te Tira Tiaki:

Ko te whāinga matua o Te Tira Tiaki ko te tiaki, ko te whakarei ake i te haumaruru, me te oranga o Aotearoa. He nui ngā tāpaetanga ahumahi ahurei, wewero hoki i ngā momo wāhi whānui, engari ko te āhuatanga whakakotahi i ā mātou tāngata katoa, ko te pūmautanga ki ō mātou tikanga: Whakaute, Pūmautanga, Ngākau Pono me te Māiatanga.

The GCSB's mission is to protect and enhance New Zealand's security and wellbeing. We offer many unique and challenging careers in a variety of areas but the one thing all our people share is a commitment to our values: Respect, Commitment, Integrity and Courage.

Te Pā Whakamarumaruru:

Ko te whāinga matua o Te Pā Whakamarumaruru ko te tiaki, ko te haumaruru i a Aotearoa, me te motu whānui hoki. E pūmau ana ā mātou tāngata ki tō mātou whāinga mātua, ā, ka whakatinana i ō mātou tikanga ia rā: Mahi Tahi, Tū Māia, Ngākaupai, Uruhi me te Aro-whaiaro.

NZSIS's mission is to keep New Zealand and New Zealanders safe and secure. Our people are dedicated to our mission and live our values, every day: Collaborative, Courageous, Positive, Drive and Self-aware.

Directorate Purpose

Deliver technology and data capabilities for our agencies and the wider intelligence security sector.



Purpose of the position

The Software Engineer is responsible for the development and integration of specific GCSB and NZSIS applications/systems. The Software Engineer also contributes to the lifecycle support of GCSB and NZSIS applications/systems.

Key accountabilities, deliverables and outcomes

Software Integration & Development

- Assisting with elaboration of customer requirements into design specifications (in conjunction with the Business Analyst as required).
- Participating in identifying suitable partner and commercial applications and integrating these as specified.
- Assisting in the development of new applications, and components for existing applications, where no feasible alternative can be integrated to meet customer requirements.
- With the Business Analyst, assisting in the design system tests and user acceptance plans, as appropriate.

Documentation

- Writing and maintaining customer and operational support documentation.
- As directed, ensuring system documentation is prepared and maintained to a suitable standard for certification and accreditation.

Customer Service and Lifecycle Support

- Analysing code for problem resolution and performance optimisation.
- Being responsive to customer requirements and operational tempo.
- Providing technical advice and guidance to other capability development units on the integration of capabilities and end-to-end system performance, within area of expertise.

Subject Matter Expertise & Team Membership

- With the agreement and support of the Technical Team Leader, Unit Manager and senior Developers & Engineers, develop an area of subject expertise that is beneficial to the GCSB and NZSIS and in professional development.
- Demonstrating the GCSB values and acting as a role model.
- Participate in development team activities as required.

Health and Safety (for self)

- Work safely and take responsibility for keeping self and colleagues free from harm
- Report all incidents and hazards promptly
- Know what to do in the event of an emergency
- Cooperate in implementing return to work plans
- Be a visible role model at all times
- Follow GCSB's safety rules and procedures

Information and Data Management

- Understand and comply with requirements to keep full and accurate records.
- Understand and comply with requirements to appropriately access and handle intelligence reporting and data.
- Follow GCSB's and NZSIS' rules and procedures for information management and handling.

Other duties

- Any other duties that fall within the scope of the position

Position details

Financial delegation: None

Key stakeholders

Internal

- Technology Directorate staff
- Developers
- GCSB/NZSIS Analysts
- System Engineers
- Internal customers
- Other NZSIS and GCSB staff as necessary

External

- Industry counterparts
- Counterparts within the wider New Zealand Intelligence Community and central government agencies, including NZ Police, NZ Defence Force as required
- Software development contractors and software tool providers

Person specification

Knowledge and experience:

- At least 3 years' experience working with the following:
 - Microsoft .Net
 - SharePoint (on prem or online)
 - JavaScript/jQuery
 - HTML
 - XML
 - SQL
 - Web Applications
 - Source control systems
 - Continuous Integration
 - Windows

Skills and behaviours:

- Self-motivated with excellent planning and organisational skills.
- The ability to prioritise tasks to meet deadlines and effectively manage changing priorities.

- Excellent interpersonal skills with the ability to liaise confidently and professionally with a diverse range of people.
- Professional customer orientation with a strong commitment to providing a high standard of customer service.
- A high level of accuracy and attention to detail.
- Agile, adaptable and flexible.
- Good written and oral communication skills, with the ability to listen and correctly interpret instructions.
- Proven ability to work independently using sound judgement and initiative; and collectively within a team environment.
- Experience and knowledge working with other programming languages e.g. C++, Python (desirable).

Qualifications and Courses:

- A relevant tertiary qualification e.g. in Computer Science, Information Systems, Information Management **OR** an equivalent level of learning through experience.
- Formal qualifications in one of the following would also be viewed favourably:
 - Software Development
 - Oracle Certified Java developer
 - DBA Certification
 - SCRUM Certification
 - Testing/QA Certification

Specific Job Requirements:

- Ability to obtain and maintain a TSS security clearance

NZIC Competencies

In addition to the Person Specification above, competency standards which outline the development requirements of the position are set out under the NZ Intelligence Community (NZIC) Career Pathways framework. The Career Pathways framework enables progression within the job.

Full descriptions of progression competencies and an overview of the NZIC Career Pathways framework is available on appointment.

The position is aligned to the Information Engineering competency framework.

Diversity and Inclusion

The GCSB and NZSIS recognise our success requires a workforce that reflects the community we serve, and diversity in its widest context – where all people, regardless of difference are valued and respected.

One way we demonstrate our inclusion of those with diverse sexual and gender identities is with a Rainbow Tick accreditation, which we proudly received in 2019 and re-certified in 2021 and 2023.

We are committed to building a workplace where we can say we have achieved – **He waka eke noa** – a canoe which we are all in with no exception.



Changes to Position Description

Positions in the GCSB may change over time as the organisation develops. Therefore, we are committed to maintaining a flexible organisation structure that best enables us to meet changing market and customer needs.

Responsibilities for this position may change over time as the job evolves. This Position Description may be reviewed as part of planning for the annual performance cycle.

Date PD reviewed: November 2023

Signatures

Manager Name

Signature

Date:

Employee Name

Signature

Date:
