



CONFIDENTIAL

JOB SPECIFICATION

VERSION 1.0

FOR

AUGEN SOFTWARE GROUP
ANALYST PROGRAMMER

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Date: Friday, 23 September 2016

In accordance with your Permanent Employee Individual Employment Agreement Clause 2.2.

2.2 Duties as set out in the Job Description

- The Employee shall perform the duties set out in the Job Description attached to this agreement (Schedule Two).

ANALYST PROGRAMMER

Position Title	Analyst Programmer
Reporting to	GM – Delivery
Location	Auckland, New Zealand
Date Reviewed	September 2016
Position Purpose	To design, develop and deliver high quality software solutions for Augen (NZ) Limited and clients.

Augen Software Group

Augen Software Group was formed in 1993. The purpose of the company is to provide businesses with Information Technology services that add value to their organisation by improving business efficiency and supporting specific information needs. Augen's IT services include Solutions Consulting, Systems Development, Systems Maintenance, and Technology Ventures. We are totally dedicated being the best solution provider by fostering formidable partnerships and delivering mind-blowing services to our clients.

Key Working Relationships

Internal	External
<p>➔ Augen Limited (NZ and VN)</p> <p>» Management Team, Team Leaders, Team Members</p>	<p>➔ Clients, Contractors</p>

Purpose

The purpose of this job specification is to provide a tool for employees of Augen Software Group to understand their role and what is expected to perform successfully in the role. This document will be subject to change and evolve with the needs of the company and individual. It will be used in conjunction with the PGM and provide direction and guidance for the employee.

Areas of Responsibility / Expected Outcomes

Analyst Programmer	<ul style="list-style-type: none"> » Maintain personal cutting-edge knowledge of industry practices and technology. » Elicit and document (user/business/technical) level requirements. » Manage change control/scope, particularly ensuring work items and requirement documents are kept up to date. » Ensure requirement details are being met through development and testing. » Ensure issues are identified, planned, tracked, reported on and resolved in a timely manner. » Work closely with the team to ensure Agile/Scrum practices are maintained and continuously improved. » Provide competent technical advice and support to other team members as required. » Contribute to the continuous improvement of company development methodologies and standards. » Contribute and drive performance, stability, quality and innovation through good use of technology and good architecture. » Ensure projects and work items have accurate work time logged against them in the Augen Timesheet System and are submitted on time.
Customer Service	<ul style="list-style-type: none"> » Respond in a professional and timely manner to clients at all times. » Adhere and contribute to Augen customer service guidelines for engaging, communicating and building strong relationships with clients. » Facilitate end user feedback to ensure user satisfaction.
Positive Augen Employee	<ul style="list-style-type: none"> » Adhere to company policies. » Contribute to an innovative and continuously improving culture. » Contribute positively to a multi-cultural and international team environment. » Achieve PGM objectives.

Attributes, Skills, Knowledge and Experience

- ➔ Requires the ability to communicate effectively and interpret different levels of understanding.
- ➔ Comfortable in a fast-paced work and cross-functional, geographically dispersed team environment.
- ➔ Follow established design guidelines/methodologies as well as show a talent for new ideas and continuous improvement.
- ➔ Willingness to commit to team goals and participate in any role or activities in the SDLC as required
- ➔ Experience in Agile teams and projects.
- ➔ Strong business and technical acumen with the ability to plan, multi-task and prioritise as well as work flexibly to a deadline.
- ➔ Excellent written and oral communication of the English Language.
- ➔ Passionate, work smart attitude.

Technical Requirements / Relevant Qualifications

Required:

- ➔ Degree qualified in Software Development, Engineering or Information Systems/Computer Science.

- ➔ Practical experience in designing, developing and delivering commercial software applications.
 - » Expertise in Web Development including ASP.Net MVC and popular JavaScript frameworks.
 - » Expertise in C# and .NET back-end technologies.
 - » Expertise in SQL Server.
 - » Expertise using OO Programming.
 - » Comfortable with unit, performance and scalability testing.
 - » Full understanding of the SDLC.
 - » Expertise with Agile development methodologies and SCRUM.

Preferable:

- ➔ Experience with developing mobile applications; iOS, Android, Xamarin.
- ➔ Experience with TDD, Continuous Integration and Pair Programming.
- ➔ Experience in a leadership role in an Agile/Scrum environment.
- ➔ Expertise using SOAP, REST, JSON and AJAX.
- ➔ Experience with other database platforms such as MySQL Postgress or NoSQL .
- ➔ LINQ and WCF.
- ➔ Hold or are working towards Microsoft Certified Solutions Developer (MCSD) certifications.
- ➔ Experience with SAAS/Cloud Solutions.
- ➔ Experience in Business Analysis.
- ➔ Experience in Solutions Architecture.

Competencies / Expected Outcomes

Core Value Skills

Customer Focussed	Is dedicated to meeting the expectations and requirements of internal and external customers; gets first-hand customer information and uses it for improvements in products and services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect.
Ethics & Values	Adheres to an appropriate (for the setting) and effective set of core values and beliefs during both good and bad times; acts in line with those values; rewards the right values and disapproves of others; practises what he preaches.
Integrity & Trust	Is widely trusted, is seen as a direct, truthful individual; can present the unvarnished truth in an appropriate and helpful manner; keeps confidences; admits mistakes; doesn't misrepresent himself for personal gain.
Perseverance	Pursues everything with energy, drive and a need to finish; seldom gives up before finishing, especially in the face of resistance or setbacks.
Self-Development	Is personally committed to and actively works to continuously improve him/herself; understands that different situations and levels may call for different skills and approaches; works to deploy strengths; works on compensating for weaknesses and limits.
Self-Knowledge	Knows personal strengths, weaknesses, opportunities and limits; seeks feedback; gains insights from mistakes; is open to criticism; isn't defensive; is receptive to talking about shortcomings; looks forward to balanced (+s and -s) performance reviews and career decisions.
Communication	Is able to communicate clearly and succinctly in a variety of communication settings and styles –spoken, in writing or non-verbally; can get messages across that have the desired effect.

Technical Competencies *(differs per role)*

Analytical	Examines a problem or situation to obtain facts and understanding; uses systematic and methodological approaches; keen to get an insight to the workings of a set of circumstances, situation or problem; dissects the situation until she can gain a full understanding of it.
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Attention to Detail	Concentrates on the minutiae of a task; ensures the loose ends are tied up; doesn't leave items unfinished or tasks incomplete; when presenting work it has been check and double-checked for consistency and mistakes; presents work in a finished and complete form.
Composure	Is cool under pressure; does not become defensive or irritated when times are tough; is considered mature; can be counted on to hold things together during the tough times; can handle stress; is not knocked off balance by the unexpected; doesn't show frustration when resisted or blocked; is a settling influence in a crisis.
Directing Others	Is good at establishing clear directions; set stretching objectives; distributes the workload appropriately; lays out work in a well-planned and organised manner; maintains two-way dialogue with others on work and results; brings out the best in people; is a clear communicator
Interpersonal Savvy	Relates well to all kinds of people, up, down, sideways, inside and outside the organisation; builds appropriate rapport; builds constructive and effective relationships; uses diplomacy and tact; can diffuse even
Logical	Approaches problems based on fact; sees the situation for what it is; deals with people, tasks and troubles in a balanced manner, makes rational decisions
Negotiation	Can negotiate skilfully in tough situations with both internal and external groups; can settle differences with minimum noise; can win concessions without damaging relationships; can be direct and forceful as well as diplomatic; gains trust quickly of other parties to the negotiations; has a good sense of timing
Planning	Accurately scopes out length and difficulty of tasks and projects; sets objectives and goals; breaks down work into the process steps; develops schedules and task/people assignments; anticipates and adjusts for problems and roadblocks; measures performance against goals; evaluates results
Presentation Skills	Is effective in a variety of formal presentation settings: one-on-one, small and large groups, with peers, direct reports, and bosses; is effective both inside and outside the organisation, on both cool data and hot and controversial topics; commands attention and can manage group process during the presentation; can change tactics midstream when something isn't working
Problem Solver	Uses rigorous logic and methods to solve difficult problems with effective solutions; probes all fruitful sources for answers; can see hidden problems; looks beyond the obvious and doesn't stop at first answers
Team Orientated	Respectful of colleagues; considers his actions in light of the effect on others; works to achieve the goal of the group; free and open with information to those working with him; seeks harmony within the group and avoids generating ineffective conflict
Technically Orientated	Picks up on technical things quickly; can learn new skills and knowledge; is good at learning a new industry, company, product, or technical knowledge; does well in technical courses and seminars