
	Department	400 Engineering
	Job Title	Software Quality Analyst and Developer
	Document ID:	400-0007-r100222 Software Quality Analyst and Developer.docx
	Document Date:	2010.2.23:12:47

JOB TITLE		EFFECTIVE DATE	PERCENT OF TIME
Software Quality Analyst and Developer		22 February 2010	100%
DEPARTMENT/DIVISION	SUPERVISOR'S TITLE	WORK LOCATION	
400 Engineering	Chief Software Engineer	SHP Main Office	
SUPERVISION/DIRECTION RECEIVED			
<input type="checkbox"/>	Close Supervision	<input type="checkbox"/>	Supervision
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	General Supervision
<input type="checkbox"/>	Direction	<input type="checkbox"/>	General Direction
<input type="checkbox"/>		<input type="checkbox"/>	Other
MANAGEMENT LEVEL			
<input type="checkbox"/>	Supervisory	<input type="checkbox"/>	Non-Supervisory
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Not Applicable

GENERAL SUMMARY OF DUTIES / RESPONSIBILITIES
<p>The Software Quality Analyst and Developer position is ideal for someone looking for a contemporary environment where their contribution is noticed and where there is opportunity for advancement. Our culture is one of our biggest assets, so we are looking for individuals with passion and enthusiasm to support our customers and our staff. Applicants must possess a strong ability to track and resolve issues with minimal oversight. The Software Quality Analyst and Developer will assist in the developing and testing of the SHP integrated suite of software products for the healthcare industry. The ideal candidate must have:</p> <ul style="list-style-type: none"> • Microsoft SQL Server 2005 and 2008 experience • Knowledge of relational database structure • Ability to write T-SQL queries • Experience with Microsoft Office Access, Excel, and Word • Ability to design, develop, and implement test plans • Understand Unit, Functional, Performance, and Regression testing • Identify and document bugs with failure cases • Ability to proofread reports and document English misspellings and grammatical errors • Ability to investigate and confirm bugs submitted by customers and customer managers • Excellent written and verbal communication skills

BACKGROUND AND SKILLS REQUIREMENTS:					
Education (Check Minimum level)		Experience		Computer Skills	
<input type="checkbox"/>	High School	<input type="checkbox"/>	Healthcare Industry	<input type="checkbox"/>	PC (Windows Based)
<input type="checkbox"/>	Associate Degree in related field	<input type="checkbox"/>	Trade Shows	<input checked="" type="checkbox"/>	MS Word
<input checked="" type="checkbox"/>	Bachelor degree in related field	<input type="checkbox"/>	Conferences	<input checked="" type="checkbox"/>	MS Excel
<input type="checkbox"/>	Graduate Degree in related field	<input type="checkbox"/>	Public Speaking	<input type="checkbox"/>	MS PowerPoint
<input type="checkbox"/>	Doctorate in related field	<input type="checkbox"/>	Presentation Skills	<input checked="" type="checkbox"/>	MS Access
<input type="checkbox"/>		<input type="checkbox"/>	Cold Calling	<input checked="" type="checkbox"/>	Microsoft SQL Server 2005 & 2008
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Ms Project
Technology Skills		Other Required Experience		MS Visio	
<input checked="" type="checkbox"/>	Visual Basic .Net	<input type="checkbox"/>	GoTo Meeting	<input type="checkbox"/>	Dreamweaver
<input checked="" type="checkbox"/>	Visual Studio 2000, 2005 and 2008	<input type="checkbox"/>	Webinars	<input type="checkbox"/>	Sharepoint
<input checked="" type="checkbox"/>	Selenium Web Testing	<input type="checkbox"/>	Teleconferencing	<input type="checkbox"/>	Adobe Acrobat Professional
<input checked="" type="checkbox"/>	Nunit Testing Framework	<input type="checkbox"/>	Knowledge of Relational Data Base Structure	<input type="checkbox"/>	SQL Server Queries
<input checked="" type="checkbox"/>	XML and .Net Webservice Technology	<input type="checkbox"/>		<input type="checkbox"/>	Adobe CS4 Design Suite

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SPECIAL CONDITIONS OF EMPLOYMENT (Licenses, certificates, credentials, altered work schedules, furloughs, travel, etc.)

Requires 0-3 years of experience in the field or in a related area. Must have a working knowledge of quality assurance methodologies. Must have a working knowledge of standard software development concepts, practices, and procedures.

ESSENTIAL DUTIES OF THE JOB

PERCENT OF TIME	FREQUENCY	ESSENTIAL DUTIES* (List in order of importance)
70	Daily	Software Developer I Codes software applications to adhere to designs supporting internal business requirements or external customers. Standardizes the quality assurance procedure for software. Oversees testing and develops fixes. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude required.
20	Daily	Software Quality Assurance (Entry Level) Develops, publishes, and implements test plans. Writes and maintains test automation. Develops quality assurance standards. Defines and tracks quality assurance metrics such as defect densities and open defect counts.
10	Daily	Project Planner I Responsible for planning and scheduling various project workloads. Gathers and analyzes information to prepare status reports. Ensures that assignment and scheduling of work follows company policy. Evaluates current procedures and recommends changes to improve the efficiency of planning and scheduling of projects.

NON-ESSENTIAL DUTIES OF THE JOB

PERCENT OF TIME	FREQUENCY (d,w,m,q,y)	NON-ESSENTIAL DUTIES
		None

REQUIREMENTS:

"F" for frequently; "O" for occasionally; "N" for not at all.

PHYSICAL		Must carry/lift loads of:		ENVIRONMENTAL	
	On the job the employee must:	<input checked="" type="checkbox"/>	Light (up to 25lbs.)	On the job the employee:	
<input checked="" type="checkbox"/>	Bend		Moderate (25-50lbs.)	<input type="checkbox"/>	Is exposed to excessive noise
<input checked="" type="checkbox"/>	Sit		Heavy (over 50lbs.)	<input type="checkbox"/>	Is around moving machinery
<input checked="" type="checkbox"/>	Kneel/Squat			<input type="checkbox"/>	Is exposed to marked changes in temperature and/or humidity
<input checked="" type="checkbox"/>	Stand	MENTAL			
<input checked="" type="checkbox"/>	Walk		On the job the employee must be able to:		
	Crawl			<input type="checkbox"/>	Is exposed to dust, fumes, gases, radiation, microwave (circle)
<input checked="" type="checkbox"/>	Climb Stairs, Steps	<input checked="" type="checkbox"/>	Read/comprehend		
<input checked="" type="checkbox"/>	Push/Pull	<input checked="" type="checkbox"/>	Write		
<input checked="" type="checkbox"/>	Handle objects (manual dexterity)	<input checked="" type="checkbox"/>	Perform calculations	<input type="checkbox"/>	Drives motorized equipment
		<input checked="" type="checkbox"/>	Communicate orally	<input checked="" type="checkbox"/>	Works in confined quarters and is subjected to typical office noise
<input checked="" type="checkbox"/>	Reach above shoulder level	<input checked="" type="checkbox"/>	Reason and analyze		
<input checked="" type="checkbox"/>	Use fine finger movements				
	Other:		Other		Other