

Application Systems Development - Electronic Document Management						
Job Family	Grade 11	Grade 12	Grade 13	Grade 14 - Individual Contributor	G14 - Management Track	Grade 15 - Management Track
Application Systems Development	Associate Application Systems Developer	Application Systems Developer	Sr. Application Systems Developer	Lead Application Systems Developer	Manager/Sr. Manager, Applications Systems Development	Director, Enterprise Content Management (ECM)
<b>Purpose:</b>	Collaborates with EDM team on solutions by analyzing requirements, designing, developing and implementing complex or multiple software applications.	Provides solutions by analyzing requirements, designing, developing and implementing complex or multiple software applications.	Provides solutions by analyzing requirements, designing, developing and implementing complex or multiple software applications. Typically responsible for leading analysis process for complex projects.	Provides direction, leads analysis, design, development and implementation activities for multiple projects with complex business and technical problems. Leads application planning.	Leads, manages and coordinates the development, deployment and ongoing operations of team systems and services. Sets team direction and goals in alignment with CUIT strategic plan and goals.	The Director is charged with developing and executing a strategy within their respective area. He/She draws on experience and/or resources with in-depth knowledge of the business or function to provide solutions by developing complex, multi-faceted software applications and insures all projects are delivered within budget and on time. The Director will provide leadership and overall managerial oversight to their team.
<b>Relation to Supervision:</b>	Works under moderate direction	Works under minimal direction	Works under minimal direction and often without supervision.	Works independently while leading and coordinating all levels of activities including project life cycle, software development life cycle and day to day operations.	Manages staff and relevant teams while also leading and coordinating all levels of activities including project life cycle, software development life cycle and day to day operations. Including staff management.	Manages staff and relevant teams while also leading and coordinating all levels of activities including project life cycle, software development life cycle and day to day operations. Including staff management. Reports to senior leadership team member. Sets direction and goals for department and/or team.
<b>Development:</b>	Complies with development standards while developing and modifying applications of limited scope.	Complies with development standards while developing applications on moderately complex projects, components and subsystems.	Complies with development standards while developing applications on moderately complex projects, components and subsystems.	Complies with development standards while developing applications on moderately complex projects, components and subsystems. Oversees or develops integration of coding/logic when multiple modules are developed by various groups/individuals.	Complies with development standards while developing applications on moderately complex projects, components and subsystems. Sets, recommends and/or enforces standards, methodologies and protocols for the development and administration of application.	Communicates with senior management on system-wide issues recommending solutions including resources needed, time required and benefits to be achieved. Assesses the application of new and innovative technologies, methods and concepts. Complies with development standards while developing applications on complex projects, components and subsystems. Establishes the methodology, standards and protocols for installation and implementation work. Manages complex projects, components and systems.
<b>Relationship Management:</b>	Works closely with CUIT colleagues on all tasks in the development and maintenance life cycle. Participates constructively in team environment.	Works closely with CUIT colleagues on all tasks in the development and maintenance life cycle. May be responsible for monitoring the work of team members and or project teams.	Work with all levels of organization on problem management and resolution. Provides assistance to junior developers and guidance to other team members. May oversee team members performing specific tasks.	Leads specific infrastructure, systems and applications initiatives. Provides assistance to junior developers; functions as a technical consultant.	Leader of team. Sets team direction and goals, coaches and counsels staff to accomplish goals. May have performance management responsibility for team. Liases with relevant faculty and administrators on various projects/initiatives and ongoing operations of systems.	Responsible for the capabilities and configuration of the team and its preparedness to meet the IT and business requirements of the department. Partners with relevant faculty and administrators to support financial, academic and research goals of the University. Has responsibility and oversight for all personnel decisions.
<b>Education &amp; Experience:</b>	Bachelors degree and/or its equivalent required. Minimum 2-4 years related experience. Familiarity with systems development lifecycle.	Bachelors degree and/or its equivalent required. Minimum 3-5 years related experience. Familiarity with systems development lifecycle.	Bachelors degree and/or its equivalent required. Minimum 4-6 years related experience. Strong experience with full applications systems development lifecycle.	Bachelors degree and/or its equivalent required. Minimum 5-7 years related experience. Expert level experience with full application systems development lifecycle.	Bachelors degree and/or its equivalent required. Minimum 5-7 years related experience. Expert level experience with full application systems development lifecycle. Prior supervisory experience strongly preferred.	Bachelors degree and/or its equivalent required. Minimum 7-9 years related experience. Experience in all relevant applications design and development languages, methodologies and tools. Prior managerial experience required.
<b>Soft skills:</b>	Demonstrates a variety of competencies including teamwork/collaboration, analytical thinking, organizational skills and strong communication.	Demonstrates a variety of competencies including teamwork/collaboration, analytical thinking, organizational skills and strong communication.	Demonstrates proficiency in a variety of competencies including teamwork/collaboration, analytical thinking, communication and influencing skills.	Demonstrates excellence in a variety of competencies including teamwork/collaboration, analytical thinking, communication, influencing skills, and proven ability to act as a change agent.	Demonstrates excellence in a variety of competencies including ability to manage a team, teamwork/collaboration with technical and functional clients/peers, analytical thinking, communication and influencing skills. Proven ability to act as a change agent.	Demonstrates excellence in a variety of competencies including ability to lead a team, teamwork/collaboration with technical and functional clients/peers, analytical thinking, communication and influencing skills. High degree of emotional intelligence. Proven ability to act as a change agent.
<b>Technical Skills:</b>	Basic skills in some/all of the following technologies: Imaging/Document Management/Content Management applications, Hyland OnBase products, DocuSign, API Development, CSS/HTML/Javascript and MS Visio Office Suite.	Proficiency in some/all of the following technologies: Imaging/Document Management/Content Management applications, Hyland OnBase products, DocuSign, API Development, CSS/HTML/Javascript, Web Services and MS Office Suite.	Strong Proficiency in some/all of the following technologies: Imaging/Document Management/Content Management applications, Hyland OnBase products, DocuSign, API Development, CSS/HTML/Javascript, GIT, JIRA, Web Services and MS Office Suite.	Expert level skills in some/all of the following technologies: Imaging/Document Management/Content Management applications, Hyland OnBase products, DocuSign, API Development, CSS/HTML/Javascript, GIT, JIRA, Web Services and MS Office Suite.	Strong Proficiency in some/all of the following technologies: Imaging/Document Management/Content Management applications, Hyland OnBase products, DocuSign, API Development, CSS/HTML/Javascript, GIT, JIRA, Web Services and MS Office Suite.	Broad functional and/or technical experience in all relevant infrastructure, applications design and development languages, methodologies and tools; specifically within enterprise wide systems and/or IT project management.