**JOB DESCRIPTION**

**MTCSMEC 64/2023: MANAGER SOFTWARE DEVELOPMENT, DIGITAL GOVERNMENT TRANSFORMATION OFFICE**

**Corporate Information**

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| 1. Position Level: | Band J |
| 2. Salary Range | $51,132.98 to $65,555.10 (Step 1 – Step 4) |
| 3. Duty Station: | Suva |
| 4. Reporting Responsibilities | a) Reports to the Director Digital Government Transformation |
| | b) Liaises with Permanent Secretary, Heads of Department, Government Agencies, Ministry Staff, other development partners, and private sector stakeholders |
| | c) Subordinates: Software Engineers, Development Engineers. |

**POSITION PURPOSE**

The Manager Software Development will lead a team of engineers and developers to manage the software projects developed across the Fijian Government. The position will be responsible for managing the development and implementation of projects based on specific requirements and specifications. The role also includes providing support and maintenance of existing solutions that have been developed and deployed.

**KEY RESPONSIBILITIES**

The position will achieve its purpose through the following key duties:

1. Manage all activities of the software development life cycle and set attainable goals for Software Engineers to ensure projects are completed on time and within budget.
2. Leading the development team in the design, development, coding, testing and debugging of applications
3. Plan, direct and coordinate the actions of the development team and ensuring appropriate processes and procedures are followed.
4. Provide guidance to Software Engineers to ensure work productivity and allocated tasks are completed by the software development team.
5. Instill best practices for software development and documentation, ensure designs meet requirements and deliver high-quality work on tight schedules.
6. Work closely with technical staff and subject matter experts to architect and develop the best technical solutions.
7. Ensure all applications and modifications are developed within the agreed time lines, maintaining high quality with operational practicality.
8. Deliver project plans, progress reports and other documentation to management for decision making.

**KEY PERFORMANCE INDICATORS**

Performance will be measured through the following indicators:

1. Software projects are developed within agreed timelines and budget.
2. Ensure systems uptime and service levels are maintained.
3. Change and Service Requests are executed in a timely manner.
4. All project reporting undertaken in a timely manner.

**PERSONS SPECIFICATION**

The incumbent must possess a Bachelor's Degree Software Engineering or Computer Science and Information Systems or a related field.

In addition to the qualifications, the applicant must possess the Knowledge, Experience, Skills and Abilities as specified below, to successfully undertake the role:

**Knowledge and Experience**

1. At least 4 years practical working experience in the field of software engineering and application development.
2. Detailed knowledge of and experience working with ASP.NET, C#, Typescript, MS-SQL Server, MySQL, Oracle reporting or equivalent and working knowledge of HTML5, CSS, JavaScript, jQuery, Bootstrap, C#, .Net Framework, MVC, Entity Framework, RESTful APIs, JSON, SQL.;
3. Experience in developing enterprise web application and web services.
4. Experience in mobile application development and successful deployment.
5. Knowledge of Business Process Re-engineering and Database Management will be an added advantage.
6. Experience in working with single sign-on and electronic payment systems.
7. Understanding on how to maintain effective working relationships

**Skills and Abilities**

1. Demonstrated ability to use the following tools; Visual Studio, MS SQL Server, Camunda Modeler, Microsoft TFS, Android Studio, Eclipse.
2. Following skillsets would be advantageous; Telerik Control Suite, Kendo UI, Xcode, Xamarin, TFS, VSTS, SQL Server Reporting Services, SQL Server Integration Services, Microsoft Azure and Power BI.
3. Demonstrated ability to analyse problems and implement innovative solutions using ICT.
4. Ability to interpret user specifications, document user needs and deliver appropriate software to meet user needs.
5. Service oriented approach with a commitment to supporting the operational and corporate environment of the organisation.
6. Team player with effective time management skills.

**PERSONAL CHARACTER**

Applicants for employment must be of good character, with a background that demonstrates their commitment to the Civil Service Values contained in the Fijian Constitution. Applicants must also be Fijian Citizens, under age 60 years, in sound health and with a clear police record. The selected applicant will be required to provide a medical certificate and police clearance prior to taking up duty.