Position Description

GCSB Software Developer

Position purpose:	The Software Developer is responsible for the integration and development of specific GCSB applications/systems and contributes to the lifecycle support of such.
Direct reports:	Nil
Financial delegation:	Nil
Directorate overview:	The Capability Directorate is one of three primary business directorates in the GCSB and is responsible for the majority of the technology infrastructure across the enterprise. It is also increasingly taking responsibility for delivering technology services to the wider NZIC.
Business unit overview:	The Solutions Development and Integration team is responsible for the provisioning of applications to the GCSB business directorates through the integration of partner and commercial applications and, where necessary, the development of bespoke capabilities. This unit is also responsible for the architectural design and the management of Bureau technology projects as appropriate. It also has responsibilities for ensuring the lifecycle support of business applications.
Date evaluated:	Feb 2015

GCSB Mission and Values

Our Mission

Protecting and Enhancing New Zealand's Security and Wellbeing.

Our Values

Respect, Commitment, Integrity, Courage.

Functional Relationships

External contacts:	Internal contacts:
- NZIC Counterparts - Industry Counterparts - Partner agencies	- Software Development & Integration Staff - Business Analyst - Capability - Developers - GCSB Analysts - System Engineers - Internal customers

Objectives

The position of Software Developer encompasses the following major functions or objectives:

- Software Integration & Development
- Documentation
- Customer Service and Lifecycle Support
- Mentoring and Subject Matter Expertise

The requirements in the above objectives are broadly identified below:

Jobholder is accountable for:	Jobholder is successful when:
Software Integration & Development ▪ Elaboration of customer requirements into design specifications (in conjunction with the Business Analyst as required). ▪ Identifying suitable partner and commercial applications and integrating these as specified. ▪ Developing new applications, and components for existing applications, where no feasible alternative can be integrated to meet customer requirements. ▪ Working with and within partner development teams as required to support integration. ▪ With the Business Analyst, design system tests and user acceptance plans. ▪ Proactive research and assessment of the potential benefits of new developments in commercial technology relevant to the GCSB business outcomes.	▪ Customer requirements are accurately and sufficiently translated into design specifications and implementation proposals. ▪ The full range of solutions is investigated from which the best option is recommended. ▪ Software development solutions meet customer expectations in terms of functionality and delivery timing. ▪ No known critical defects are released to production systems. ▪ Test plans reflect customer requirements and pass with minimal reiteration of development effort. ▪ Research results are accurate and complete.
Documentation ▪ Writing and maintaining customer and operational support documentation. ▪ Ensuring system documentation is prepared and maintained to a suitable standard for certification and accreditation.	▪ Knowledge within nominated lead areas is documented and effectively transferred to the organisation through system documentation, operating procedures and comprehensive technical reports. ▪ Systems are documented to the required standard for certification. ▪ Documentation is maintained at the necessary detail and accuracy to contribute to lifecycle support.

Customer Service and Lifecycle Support ▪ Analyse 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.	▪ Problems are minimised through proactive maintenance and continuous improvement. ▪ Customers are satisfied that, wherever possible, developers are responsive to satisfactorily addressing maintenance and responding to operational tempo. ▪ Customers and counterparts value the business benefits derived from the delivered capabilities.
Mentoring and Subject-matter Expertise ▪ Demonstrating the Bureau values and acting as a role model. ▪ Supporting team members in achieving objectives, identifying development opportunities, and identifying areas for improvement in a positive constructive manner. ▪ Becoming recognised as a subject matter expert and being able to speak authoritatively to any audience on a range of subjects within area of responsibility. ▪ Contributing to business planning at section, unit and directorate level.	▪ The Manager and or Supervisor is aware of the development needs for less experienced staff. ▪ Acts as an adviser on matters relating to field of expertise internally and externally. ▪ Is acknowledged as an expert resource in area(s) of expertise. ▪ Represents the Bureau at conferences or working groups as required. ▪ Is called on for, and makes active contribution to, business planning up to directorate level on area of expertise.

Precise performance measures for this position will be developed in discussion between the jobholder and manager as part of the performance development and review process. It is also expected that you will undertake other duties that can be reasonably be regarded as relevant to the position, your experience and capability.

Person Specification

This section is designed to capture the expertise required for the position at the fully effective level. (This does not necessarily reflect what expertise the current jobholder has.) This may be a combination of knowledge, experience, key skills, attributes, job specific competencies, qualifications or equivalent level of learning, .

Qualifications

Essential:	Desirable:
- A relevant tertiary qualification e.g. in Computer Science, Information Systems, Information Management **OR** an equivalent level of learning through experience	Formal qualifications in: - Software Development (Agile Methods, Lifecycle processes) - Oracle Certified Java developer - DBA Certification - SCRUM Certification - Testing/QA Certification

Knowledge / Experience

Essential:	Desirable:
At least five years' experience working with: - Java - JavaScript - SQL - Web Applications - Use of Source Control Systems - Linux - Software testing	- Python - Hadoop/Map Reduce - JavaScript Frameworks - Enterprise Messaging - Service Oriented Architectures - Agile/Scrum development methodologies - Continuous Integration

Personal Attributes

The jobholder should:
- be able to spend prolonged periods of work time sitting and using standard desktop computing equipment
- be able to communicate effectively (both oral and written) and participate in fast paced conversations
- be able to work in an open plan environment with moderate noise levels
- be able to work during normal business hours and occasional overtime to meet operational commitments
- be effective at self-management to meet or exceed established performance goals (i.e. efficiency, utilisation, etc.)
- identify opportunities for improvement and makes constructive suggestions for change
- acknowledge and appreciate each team member's contributions
- develop and maintain relationships with stakeholders

Specialist Competencies

The following Standards would typically be expected from a fully effective performer; full details are contained in the Progression Framework for Software Engineers:

Core Competencies

Core competencies are based on and consistent with our values. They describe qualities that are common requirements for all GCSB staff at differing levels in the organisation, irrespective of their specialist skills or the particular requirements of their job. They are complemented by specialist competencies, which (where applicable) are set out in individual performance agreements.

All employees are measured against the following core competencies as part of performance development and review:

- Security
- Teamwork and leadership
- Results focus
- Communication and knowledge sharing
- Professionalism
- Innovation
- Customer focus.

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. Such change may be initiated as necessary by the manager of this position. This position description may be reviewed as part of planning for the annual performance cycle.

Health and Safety

GCSB is committed to providing a healthy and safe work environment and management practices for all employees. Employees are expected to share this commitment as outlined in the Health and Safety in Employment Act by taking all practicable steps to ensure:

a. The employee's safety while at work; and

b. That no action or inaction of the employee while at work causes harm to any other person.

Knowledge Management

Employees are responsible for ensuring that all business records created are accessible and stored in the correct manner according to GCSB record keeping policy, standards, and procedures.

Employee: _____   Date: _____

Manager: _____   Date: _____