

UNIVERSITY OF SOUTHERN CALIFORNIA

Associate Software Engineer

Job Code: 164001

OT Eligible: Yes

Comp Approval: 2/16/2022

JOB SUMMARY:

Writes, edits and updates software application code, utilizing standard testing procedures and techniques. Performs limited systems analysis under direct supervision of more experienced programming staff. Designs functions aligned with overall service architecture and collaborates with others when decisions and direction may have security implications.

JOB ACCOUNTABILITIES:

***E/M/NA % TIME**

_____	_____	Writes, edits and updates software application code that's functional for developers and is ready for testing. Writes and performs unit tests in accordance with testing pyramid, accounting for edge cases and errors, and uses systematic approaches for debugging issues located within single services.
_____	_____	Designs functions aligned with overall service architecture and collaborates with others when decisions and direction may have security implications. Notes task priorities and dependencies, acts accordingly, and escalates production obstacles and delays (e.g., ballooning cost).
_____	_____	Independently handles risk and change, following team/project philosophies, operational data, and engineering strategies in uncertain situations. Builds relationships with fellow engineers, helping resolve each other's problems when requested, and seeking mentorship or guiding junior staff.
_____	_____	Promotes an environment that fosters inclusive relationships and creates unbiased opportunities for contributions through ideas, words, and actions that uphold principles of the USC Code of Ethics.
		Performs other related duties as assigned or requested. The university reserves the right to add or change duties at any time.

***Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.**

EMERGENCY RESPONSE/RECOVERY:

Essential: No

Yes In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:

Bachelor's degree
Combined experience/education as substitute for minimum education

Minimum Experience:

6 months

Minimum Field of Expertise:

Experience with programming and documentation procedures, programming methods and operator instructions. Knowledge of one or more relevant programming languages, and the ability to gain needed contexts for domains. Comprehensive knowledge of architecture, design and development of software solutions. Excellent organization, planning, analytical and problem-solving skills. Experience weighing economic costs and values objectively, supporting coworkers on a project basis, and contributing to discussions in a civil manner. Excellent written and oral communication skills, able to provide both detailed information as well as summaries to varied audiences.

Preferred Education:

Bachelor's degree

Preferred Experience:

1 year

Preferred Field of Expertise:

Bachelor's degree in computer sciences, computer engineering, electrical engineering or related fields. One year or more of experience in IT/programming. Experience conducting unit/performance tests, systems integration and user acceptance. Demonstrated experience with Python, Javascript, C/C++, Java, Ruby and/or other advanced programming languages. Experience with Unix/Linux programming and/or administration. Substantial knowledge of security concepts, familiarity with secure code development techniques, and understanding of scalable and automated solutions. Ability to build strong, positive working relationships and rapport with diverse groups of team members.

SIGNATURES:

Employee: _____ Date: _____

Supervisor: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

The University of Southern California is an Equal Opportunity Employer