grace fellowship

20 Delatour Road
Watervliet, NY 12189

Application Developer

Campus: Central Support
Team: Information Technology
Position Reports to: Information Technology Manager
Position Status: Permanent Full Time

Position Purposes: Grace is at a place in its growth where IT is needed as a primary support for progress. There are many work processes which need to be automated. Our Application Developer will be responsible for all system automation and software development.

Principle Responsibilities Breakdown:
10% Supervisor discretion
10% Webserver, Network, and Database administration
45% Developing and manage internal system integrations and process automation
35% Website / mobile development and administration

Specific Responsibilities: Responsibilities include but are not limited to the following:

1. **Server and Database Administration:**
   a. Manage assigned servers and databases
2. **Management:**
   a. Manage software special projects as needed
      i. Develop and manage budget
      ii. Manage project deliverables and project staffing
   b. Identify quality levels for code standards and ensure these levels are achieved
3. **Process automation / system integration:**
   a. Develop and maintain code to integrate existing business systems
      i. PCO (ChMS)
      ii. Accounting system
      iii. Google Apps
      iv. Active Directory

v. Other software / services
            b. Develop software to automate existing processes
                    i. Adapt sw projects to work processes, not vice versa
                    ii. Move existing paper forms to electronic forms
                            1. Work with process owners and user to develop thorough understanding of existing processes
                            2. Implement sw solutions to meet their needs
                            3. Train users on new automation steps
            c. Document and Maintain all code
            d. Ensure and maintain software and hardware security

Role Requirements: The right person for this role will possess these qualities and skills

    1. Faith:
        a. Required:
            i. Christ follower
            ii. Member of Grace
        b. Desired:
            i. 5 or more years of following Christ
            ii. Member of Grace for 3 or more years

    2. Gifts:
        a. Required:
            i. Administration
            ii. Patience
        b. Desired:
            i. Knowledge
            ii. Teaching

    3. Skills:
        a. Required:
            i. Fluency in at least one programming language
            ii. Understanding of software development best practices
            iii. Fluency in database programming
            iv. Fluency with Mac, Windows, Ubuntu, and CentOS systems
        b. Desired:
            i. Languages:
                1. HTML5
                2. CSS3
                3. Javascript
                4. Python
            ii. Google Apps Engine development
            iii. Web service development
            iv. RESTful API
            v. Git and SCSS

vi. Comfortable with the UNIX command line

4. Experience:
   a. Required:
      i. Website or software development
   b. Desired:
      i. Database administration
      ii. System administration
      iii. Mobile development

Contact Information:

Please email or mail resume to:

Michele Martin
HR Coordinator
(518)785-4959 ext. 306

mmartin@gracefellowship.com