

## **PRODUCT DEVELOPMENT MANAGER**

**APPLICATION DEADLINE IS TUESDAY, OCTOBER 15, 2019 AT 11:59PM**

**Division:** Information Technology  
**Reports to:** Director of Information Technology  
**Location:** Nashville, TN  
**Full-time/Part-time:** Full-time  
**Salary Grade:** 44  
**Monthly Salary Range Minimum:** \$6,664  
**FLSA Classification:** Exempt (03)

Critical features of this job are described under the headings below. They may be subject to change due to changes in our business processes or other business-related reasons.

**POSITION SUMMARY:** Supervises and directs all Systems Developer (Software Developer) and Quality Assurance positions, providing architectural strategy, direction, and software development support of business applications for THDA; defines development tools and approach, requirements, specifications, prioritizations, deliverables, and implementation; provides resource management and allocation for development efforts, working closely with Systems Developers, Business Analysts, Project Manager, Database Administrators, and Systems Engineer to provide timely and optimal execution and delivery. A successful candidate in this role shall demonstrate expertise by providing sound, creative code development approaches and thorough knowledge of architecture, programming, database development, application integration, and business systems.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Essential duties and responsibilities include the following. Other duties may be assigned.

- Directly supervises staff; interviews, hires, and trains employees; makes assignments and monitors work; develops employee skills and encourages growth and development; reviews and evaluates employee performance; addresses workplace issues and provides guidance, coaching, and disciplinary measures for staff; addresses personnel issues in conjunction with appropriate leadership and the Human Resources division.
- Provides direction and supervision for development team members through code and system development processes, planning, coordination, testing, implementation, and maintenance.
- Provides direction, coordination, oversight, and support for all testing efforts, including unit testing, load testing, end-to-end testing, and validation.
- Improves, develops and enforces all programming procedures and standards with the oversight of the Director of Information Technology (IT) and in consultation with Systems Developers; uses industry best practices surrounding the Agile System Development Life Cycle (SDLC) methodology.
- Exercises a knowledge of project management and software development techniques and works closely with the Project Manager to complete the requirements of software applications; examines project deliverables in a timely manner for adherence to organization standards to ensure that user and system requirements are met.
- Works with the Project Manager and Business Analysts to define and implement standard requirements, documentation processes, and formats for all application development features and bug fixes.
- May conduct reviews with users of preliminary system design products and plans; reviews program design to ensure compatibility with needs and business requirements; creates and defines application frameworks for implementation.
- Provides time and resource estimates for software development activities, coordinating with Systems Developers and other IT team members as required; manages and adheres to all deployment schedules.
- Resolves problems encountered in the use of THDA-developed applications, which can include working with other IT staff; de-bugs computer programs, selecting appropriate application development languages and troubleshooting tools.
- Maintains technical knowledge of software development techniques; stays current on security concerns and best practices for web-based development.

## **MINIMUM QUALIFICATIONS**

The requirements listed below are representative of the knowledge, skills, and/or abilities required.

### **Education and Experience:**

- Bachelor's degree with a major in data processing, computer science, or other related field preferred.
- Five years of professional level experience in systems analysis, application design, or software development of business information systems.
- Three years' experience as a Team Lead, supervisor, or similar role leading or mentoring peers/developers.
- Experience working with Microsoft SQL, including the development and use of stored procedures and advanced SQL object management highly preferred.

The above qualifications express the minimum standards of education and/or experience for this position. Other combinations of education and experience, if evaluated as equivalent, may be taken into consideration.

### **Knowledge, Skills, Abilities, and Competencies:**

- Ability to effectively manage staff.
- Extensive experience with current versions of Microsoft Visual Studio.NET programming suite, including C#, MVC, and Entity Framework.
- Extensive experience of client server and web based application architecture and development.
- Experience with Java Script, JQuery, and various web scripting languages.
- Experience with Microsoft Team Foundation Server 2015 or newer including Check-In/Out, Shelving, Branching, Reversion, Work Item Queries, Area, Iterations, and the Build Agent.
- Experience with change management tools and Kanban boards.
- Moderately proficient in SQL Server Reporting Services, Microsoft Excel, Access, Word, Visio and Outlook.
- Working knowledge of Internet Information Services 7+ concepts and configurations.
- Experience with software development life cycle from authoring code to automated testing to continuous integration and continuous delivery.
- Knowledge of project management and software development techniques and standards, specifically Agile SDLC methodology.
- Strong analytical and debugging skills.
- Strong organizational and decision-making skills.
- Maintains credibility through sincerity, honesty, and discretion.
- Strong interpersonal and verbal/written communication skills.
- Builds and maintains positive relationships with internal and external constituents.
- Strong time management skills; uses time effectively; consistently meets deadlines.
- Documents regularly, thoroughly, accurately and completely with a propensity for detail and accuracy.
- Exercises good and consistently fair judgment, courtesy, and tact in dealing with the staff and public in giving and obtaining information.

### **Special Demands:**

The special demands described here are representative of those that must be met by a staff member to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to sit; stand; use hands to finger, handle or feel; and talk and hear.
- The employee is occasionally required to walk; reach with hands and arms, and stoop, kneel, or crouch.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**EQUAL OPPORTUNITY/EQUAL ACCESS/AFFIRMATIVE ACTION EMPLOYER**

**APPLICATION MUST BE COMPLETE AND RESUME ATTACHED FOR CONSIDERATION**

**PLEASE VISIT OUR WEBSITE AT [WWW.THDA.ORG](http://WWW.THDA.ORG) AND FOLLOW THE ONLINE APPLICATION INSTRUCTIONS**