

POSITION DESCRIPTION

POSITION TITLE	Database Integration Team Member (Senior)
POSITION LOCATED AT	Subic Bay – Philippines
REPORTING TO	Database Integration Team Lead
DIRECT REPORTS	NA
EMPLOYMENT CLASSIFICATION	Full time
POSITION OVERVIEW	To provide support to our managed web and software applications as required by the business. Manage and maintain the in-house software, Dunbrae Connect. To support the business in requirements, enhancement and development of applications and databases, interfaces, and data. As the Data Integration team operates as a centre of excellence to information and communications technology functional areas and the wider business units, the member must ensure complete support to guarantee balance to the demands of day-to-day support activities with new capability and enhancement requests.

SPECIFIC OBJECTIVES

1. Provide assistance to the team for data integration and system programming.
2. Work with all the relevant departments to advance research and development to leverage emerging technologies and services.
3. Provide technical assistance and backup to the support teams to resolve issues impacting on our systems and data availability.
4. Provide support accurately and effectively to meet agreed milestones in terms of scope, quality, and cost.
5. Assist in the development and maintenance of training materials, delivery of training, FAQ's and other documentation designed to assist users.
6. Take a lead role in various projects required by the business, manage a small project team as needed including training of new joiners and interns
7. Ensure business continuity and knowledge retention through complete documentation of all projects and cross-training within the team to effectively share the knowledge across
8. As a Senior Member of the team, you will be expected to provide feedback and performance assessment to more junior members of the team

MAIN ACCOUNTABILITIES	MEASUREMENT METHOD (KPI's)
Be a subject matter expert across all relevant data integration systems.	Product and Process Knowledge
Provide design recommendations for applications, systems, interfaces, and data to the Data Integration Team Leader and to the FOS Business Systems & Support Services Manager.	
Provide best practice design, development, implementation, and support for all services.	
Provide maintenance, enhancements, and development for all data integration areas.	
Ensures service targets, SLA's and KPI's are continually achieved, and expectations are met with optimum levels of quality & service delivery	SLA and KPI achievement
Maintain open and honest channels of communication at all levels across the business to facilitate best in class sharing	
Any other duties, consistent with the role, or duties required from time to time by the FOS Operations Team, IT Manager, Data Integration Team Lead, the President, or other department managers.	
Demonstrate a high level of professional and personal standards and conduct.	
Observe OH&S and company policies.	Pro-actively ensure up to date knowledge of and compliance with OH&S policies and procedures and participate in their further development by identifying risks and escalating them appropriately. Observe company policies

COMMUNICATION (regularly communicates with)
President, Database Integration Team Leader, FOS Operations Manager, Australian team: Application Support, and other relevant departments, external clients' technical support and IT and Development Teams.

SKILLS AND EXPERIENCE	DESIRABLE	ESSENTIAL
EDUCATION		
Bachelor's Degree		✓
Graduate Studies	✓	
WORK EXPERIENCE		
Minimum of 1 year of experience in application/database development.	✓	
TECHNICAL KNOWLEDGE		
Demonstrated experience and knowledge in creating critical business and technical applications using programming tools.	✓	
Demonstrated experience in creating and maintaining business application and technical documentation	✓	
Proficiency in MS Office.		✓
Knowledge in Web Development using HTML, CSS, Javascript, JQuery, AJAX, PHP & MYSQL		✓
Able to create responsive Web Design with cross browser compatibility		✓
Capable of creating clean & neat code from scratch		✓
Know how to incorporate good UI & UX in a project		✓
Capable of coding in both Front end & Backend development		✓
Knowledge in Object Oriented Programming & MVC structure is a plus	✓	
Knowledge in Framework & CSS co-processor such as Laravel, Code Igniter, Vue, Bootstrap & SASS is a plus	✓	
LANGUAGE SKILLS		
Strong written and verbal communication skills		✓

SKILLS, ABILITIES & COMPETENCIES, AND QUALITIES

Hardworking, energetic individual, Detail oriented, Problem Solver, Superior Customer Service skills, Think outside the box, Ability to multi-task and make good decisions, Ability to manage and motivate a team, Ability to work under pressure and balance the competing demands of several managers,

Proactive approach, Excellent level of integrity, Trustworthy and target-oriented, Ability to work autonomously

JOB SPECIFICATION ACCEPTANCE		
EXPLAINED BY:		
Supervisor / Manager Name	Signature	Date
ACCEPTED BY:		
Employee Name	Signature	Date