**Role : Assistant Manager-IT Applications**

**Department : Information Technology**

**Qualification : Post Graduate**

**Experience : Min. 4 years**

**Principle Responsibilities**

* You need to investigate and analyze requirements and design information systems and create a project plan, technical specifications to design the resulting technology solution.
* You need to design the system; managing part or the entire project starting from Development stage to implement, & maintenance stage.
* Writing and testing code, refining and rewriting it as necessary; researching, designing and writing new software programs.
* Test sample data-sets to check that output from the program works as intended.
* Install the program into production, once testing is complete; devise possible solutions to anticipated problems.
* React to problems and correct the program as necessary
* Evaluate and increase the program's effectiveness
* Conduct user acceptance testing, to ensure the program can be used easily, quickly and accurately
* Write detailed documentation for the operation and maintenance of all systems which are in production and suitable manuals for users and computer operators
* Update, repair, modify and develop existing software and generic applications.
* Integrating existing software products and getting incompatible platforms to work together.
* Maintaining systems by monitoring and correcting software defects.
* Supporting the implementation of third-party software and tools and interfacing and managing vendors as appropriate
* Working closely with other staff, such as HOD, IT team
* Continually updating technical knowledge and skills by attending in-house and external courses, reading manuals and accessing new applications. Consult manuals, periodicals and technical reports to learn new ways to develop programs and maintain existing skills and knowledge
* In conducting all the above roles you shall implement best practices for secure software development and continuously review the software from the point of view of application security.