

## Information Technology Job Function

# IT RC Software/Data Professional II

Grade: 56

Job Code: I1256P

Job Family: IT Research Computing

Job Family Matrix: [IT Research Computing](#)

### Summary

Independently maintain software that supports and enriches research productivity and reliability. Develop software and data services with researchers to ensure that modern standards of reproducible code are kept.

### Typical Core Duties

- Learn from developer meetings with researchers how to design, plan, and implement software that enriches research productivity and reliability
- Begin to build an understanding of research activities through regular engagements
- Follow a scope of work, project plan, working on and track the progress of small number of milestones at a time
- Maintain aspects of software code and custom data processing pipelines for complex environments
- Troubleshoot problems and suggest improvements to coding practices
- Grow skills in a specific technology to develop custom solutions to meet researchers needs
- Work in a team of developers and researchers in collaboration with systems professionals
- Provide regular communications to project leads with updates
- Maintain internal code design and development guides for future contributors
- Learn to teach workshops for researchers on sustainable software and data management practices
- Abide by and follow the Harvard University IT technical standards, policies and Code of Conduct

### Basic Qualifications

- Minimum of two years' post-secondary education or relevant work experience

### Additional Qualifications and Skills

### Certificates and Licenses

- Completion of Harvard IT Academy specified foundational courses (or external equivalent) preferred

### Physical Requirements

### Working Conditions

- Occasionally required to work outside of normal business hours, and may be contacted during off hours