



Reporting Systems, Inc. (RSI) doing business as Emergency Reporting (ER)

JOB DESCRIPTION

JOB TITLE:	SQL REPORT WRITER	FULL TIME/PART TIME:	FT
DEPARTMENT:	DEVELOPMENT	EXEMPT/NON-EXEMPT:	Non-Exempt
DIVISION:	DEVELOPMENT	SECURITY LEVEL:	B
REPORTS TO:	DEVELOPMENT MANAGER	LATEST REVISION DATE:	1/16/18
SUPERVISES:	NONE	REVISION APPROVED BY:	MP

POSITION SUMMARY

Under the direction of the Report Product Owner (PO), this position fulfills requests for new reports, performs modifications and bug fixes for existing reports, and monitors report performance overall.

RESPONSIBILITIES OF ALL EMPLOYEES:

- Strives to exhibit Emergency Reporting's Valued Employee Attributes to support our company values and culture.
- Adheres to applicable policies and procedures.

RESPONSIBILITIES OF EVERYONE IN THIS DEPARTMENT:

- Understand and collaborate effectively in ER's Agile organization, using SAFe (Scaled Agile Framework), Scrum, and Kanban methodologies; and striving to become proficient in our tools and processes.
- Ability to effectively and consistently communicate and collaborate with teammates, sponsors, and stakeholders.
- Be an active part of defining and following best practices around engineering excellence and contribute positively toward ER's continuous improvement.
- Pursue any relevant continuing education/training to keep up with best practices for engineering excellence.

ESSENTIAL JOB FUNCTIONS

- Works with the PO and ScrumMaster (SM) to estimate report effort.
- Participates in grooming, pre-backlog grooming, sprint review, retrospectives, and any other sprint ceremony and Agile practices.
- Designs and develops high quality, high performing data SQL Queries, and works with other ER staff to performance tune problematic queries as needed.
- Works with other developers to code additional changes needed for reports to be effective, such as new parameters, system configuration changes, etc.
- Builds new and maintains existing SQL Server Reporting Services reports using Visual Studio Data Tools.
- Utilizes source control for change management.
- Supports continuous process improvement with the goal of making ER products and services as efficient and effective as possible.

OTHER JOB FUNCTIONS

- Participates in assessment of new technologies for internal operations.

- Performs other duties as assigned by Development management.

QUALIFICATIONS

Education, License, and Experience

- Associates degree in Management Information Systems/Computer Science or equivalent work experience preferred.
- Two or more years of general reporting experience preferred.
- Strong knowledge and experience in relational database concepts, design, constraints, stored procedures, functions, and optimization.
- Experience with Red Gate Database products preferred.
- Expertise with SQL Server, TSQL, SQL Server Reporting Services or equivalent relational database systems.
- Experience with GIT, SVN, or equivalent preferred.
- Strong organizational and prioritization skills with exceptional attention to detail.
- Ability to communicate effectively to all levels of management.

Knowledge, Skills and Abilities

- SQL Report and Database query skills.
- Goals- and results-oriented, with a passion for excellence.
- Effective written and verbal communication and interpersonal skills.
- Organized and detail- and accuracy-oriented, including ability to effectively document and resolve issues.
- Able to learn and adapt to changing technologies and procedures.
- Able to be a competent, effective, and collaborative team player.
- Demonstrated ability to take initiative, problem solve and work independently.
- Demonstrated ability to thrive in a fast-paced environment.

Special Requirements

Incumbent is subject to a background check and appropriate security clearances.

WORKING CONDITIONS & PHYSICAL REQUIREMENTS

Most of work is performed in an office setting. May require sitting for long periods of time. Position requires hand manipulative skills working with electronic equipment and systems. May occasionally lift and carry items weighing up to 25 pounds. Must be able to hear verbal conversations over the phone and in-person with background noise. Vision acuity to perform development functions.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.