



Job Description

Doc. No.	N012/15	Revision	1
Position Title	Senior Engineer	Category	Technical
Department	Network Security Lab	Reports to	Senior Staff Engineer
Supervises	-		

A. Position Purpose & Summary:

Business analysts required to assess and validate client activities and ability to produce recommendation, proposal and explanation to client. To perform functional analysts and review the actual processes within a business. Make recommendation or suggestion to improve efficient model and work flow process.

Must have experience on produce proposal and analyst on large scale IT project.

B. Primary Duties & Responsibilities:

1. Produce proposal, system specification and solution presentation.
2. Determines operational objectives by studying business functions; gathering information; evaluating output requirements and formats.
3. Designs new product or system by analyzing requirements; constructing workflow charts and diagrams; studying system capabilities; writing specifications.
4. Propose improves systems by studying current practices; designing modifications.
5. Recommends controls by identifying problems; writing improved procedures.
6. Defines project requirements by identifying project milestones, phases, and elements; forming project team; establishing project budget.
7. Monitors project progress by tracking activity; resolving problems; publishing progress reports; recommending actions.
8. Maintains system protocols by writing and updating procedures.
9. Provides references for users by writing and maintaining user documentation;

providing help desk support; training users.

10. Prepares technical reports by collecting, analyzing, and summarizing information and trends.
11. Provide reference and perform system benchmarking practice and guiding on product or system.
12. Contributes to team effort by accomplishing related results as needed.
13. Provide hardware sizing for large scale software project.
14. Prepare job description and resource estimation for project completion.
15. Assure standard of the proposal produce by he\she is high quality standard.
16. Proactive in proposing new technology and process in order to improve system quality and output.
17. Demonstrate leadership in managing higher expectation from management and client.

Position Requirements

C. Academic Qualification:

- ☐ Phd ☒ Master's ☐ Degree Others (Pls specify) _____
- ☐ Engineering ☒ Information Technology ☐ Science ☐ Marketing / Business
- ☐ Finance / Management ☐ Others (Pls specify) _____

D. Experiences:

- ☐ Fresh ☐ 1- 3 years ☐ 5-10 years ☒ More than 10 years
- ☐ R&D ☒ Information Technology ☐ Manufacturing ☐ Oil & Gas ☐ Finance / Admin
- ☐ Sales / Marketing ☐ Others (At least 8 year experience on produce proposal and analyst on large scale IT project)

E. Technical Skills	F. Soft Skills
Able to write in the Queen's English standard, Software Design, Software Documentation, Software Development Process, Software Requirements, Analyzing Information.	Teamwork, Software Maintenance, Written Communication, Promoting Process Improvement.