Human Resources Office
102 S. Hickory Avenue, Bel Air, Maryland 21014
Telephone: 410-588-5238
Email: talentmanagement@hcps.org
www.hcps.org

HARFORD COUNTY
PUBLIC SCHOOLS

VACANCY ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

June 27, 2025

HCPS is committed to recruiting and retaining effective and diverse educators and staff to build a climate of student success and improve learning experiences for every child in every classroom.

ASSOCIATE SOFTWARE DEVELOPER
Central Office – Office of Technology and Information Services

Responsible for the development of custom software applications and/or the deployment of commercial software systems to meet the needs of the Harford County Public Schools.

ESSENTIAL DUTIES AND RESPONSIBILITIES MAY INCLUDE	

These items are intended only as examples of the various types of job duties to be performed; specific position assignments will vary depending on the needs of the department. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.

- Performs specific assigned tasks associated with the software development lifecycle (analysis, design, development, testing, implementation, maintenance, and enhancement) at the direction of the Team Leader for all aspects of information systems of the Harford County Public Schools.
- Develops custom in-house web applications.
- Operates data extraction, translation and load packages to interface on-premise and hosted software systems. Assists with system integration using web services, interoperability agents and file transfers.
- Serves as system administrator for on-premise Commercial Off-the Shelf software and/or Software as a Service hosted systems.
- Assists with end user support via escalated Help Desk work orders.
- Assists in the development of work plans and task sequencing.
- Assists with the development of project cost estimates, alternatives and recommendations regarding new software applications or enhancements to existing applications.
- Performs other work-related duties as assigned.

SALARY

- This is a full-time twelve-month position. Salary range based on the FY 2025-2026 AHCATSP (Grade D) Salary Schedule for Non-Certificated, Technical and Supervisory Personnel. Starting Salary: $93,850 – Maximum Earnings Potential $123,833.
- Full salary schedules can be found at the bottom of the Current Vacancies webpage https://www.hcps.org/departments/humanresources/vacancies.aspx
- HCPS offers an expansive benefits package including individual and family medical, vision, dental, life insurance, retirement savings, pension, paid time off, and more.
- For a complete list of benefits, please visit the Employment Benefits section of the Human Resources webpage: https://www.hcps.org/departments/HumanResources/Default.aspx
- For more information on holidays and paid time off, please refer to the Holidays and Leave Provisions sections of the AHCATSP Negotiated Agreement: https://www.hcps.org/boe/collectivebargaining.aspx
- FLSA: Exempt

TRAINING AND EXPERIENCE REQUIRED

- Bachelor's or Master's degree from an accredited college or university in Computer Science (preferred) or related field of study.
- Candidate must have cooperative education/internship work experience as a programmer/software developer (preferred) or a portfolio of demonstrated programming/software development work.
- Proficient in an Object Oriented programming language; C# or Java preferred.
- Proficient in a software development methodology; AGILE preferred.
- Knowledge of Internet technologies, operating system, network, and relational database concepts.
- Demonstrated proficiency with Microsoft Office/Office 365 or current version.
- Strong written and verbal communication skills.
- Pro-active self-starter; able to work independently as well as with a team.

HOW TO APPLY

Employment applications are accepted **online only**. To access the application, visit the Employment Opportunities section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.

DEADLINE

Online employment applications will be accepted for this vacancy until the position is successfully filled. *Candidates who apply by 11:59 PM on Monday, July 7, 2025, will receive immediate consideration*

The Board of Education of Harford County is committed to providing an inclusive and welcoming environment for all employees and applicants. We adhere to the principles of equal opportunity in all aspects of employment and do not discriminate on the basis of race, color, national origin, sex (including pregnancy and related conditions, sexual orientation, and gender identity), religion, disability, age, genetic information, or any other characteristic protected by applicable federal, state, or local laws.

In accordance with Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and Title VII of the Civil Rights Act of 1964, the Board of Education of Harford County prohibits discrimination based on sex, race, color, national origin, religion, or any other protected characteristic in any program or activity it operates. The Board of Education of Harford County encourages applications from all qualified individuals.

Inquiries or concerns about your rights related to Title IX can be directed to our Title IX Coordinator, Dr. Eric Davis, at 102 South Hickory Ave, Bel Air, MD 21014, 410-588-5202, or TitleIX@hcps.org. Inquiries related to your rights under Title VI or Title VII can be directed to our Coordinator of Investigations, Ms. Renee McGlothlin, at 410-809-6087 or Renee.McGlothlin@hcps.org. Harford County Public Schools' non-discrimination policy can be accessed here: NON-DISCRIMINATION POLICY: (hcps.org) and found on the HCPS website under Board of Education Policies and Procedures. Harford County Public Schools' non-discrimination statement can be accessed here: NON-DISCRIMINATION STATEMENT: (hcps.org) and found on HCPS' homepage.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE