

TATA TRUSTS

Role Details		
1.	Role	Manager – GMS, SharePoint & Power Apps
2.	Function	Information Technology
3.	Location	Mumbai
4.	Reporting to	Senior Manager - Enterprise Apps
5.	Employment Type	Fixed Term Employment for 3 years
6.	Grade	5

Brief Job Description:

1.	Manage demand, development and delivery support for GMS, SharePoint & PowerApps.
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Key Accountability:

1.	Design, develop, test, deploy, and maintain applications (Ruby on Rails and Power Suite), reports, and dashboards in support of the organization objectives.
2.	Gather, analyze, and document business requirements and translate into technical specifications, prototypes, and end state products.
3.	Work closely with various cross functional team members to design, build, test, and maintain solutions.
4.	Conduct testing and quality assurance to ensure the reliability and performance of the developed solutions.
5.	Responsible for ensuring that the service requests and issues are resolved within the defined timeframes.
6.	Debug and troubleshoot application-based issues and integrations.
7.	Maintain high quality documentation.

Stakeholders	
Relationship (within organization)	Users of Trusts IT systems, the larger IT Team and all other internal functions
Relationship (Outside Organization)	Partners delivering IT services for the Trusts

Job Specifications

Knowledge:
<ul style="list-style-type: none">• Strong knowledge of Ruby of Rails and Liquid templating language.• Strong knowledge of front-end technologies including HTML, CSS, and JavaScript.• Experience with RESTful APIs and web services.• Knowledge of responsive web design and mobile optimization.• Proficiency in developing Low-code/No-code solutions using Power Apps, Power Automate, & Dataverse.• Familiarity with version control systems like Git for collaborative development.
Competencies & Skills:
<ul style="list-style-type: none">• Problem-solving abilities to address technical challenges and customization requests.• Excellent communication and collaboration skills to work effectively with stakeholders.• Ability to work independently and manage multiple projects simultaneously.
Experience:
<ul style="list-style-type: none">• 8 – 10 years of relevant IT experience• Experience with SDLC, Agile, DevOps, ITIL
Qualification:
<ul style="list-style-type: none">• BE / BTech / MCA in Computer Science, Engineering, another related discipline, or relevant experience.