



**Job Description  
IT Associate – Argus Hosting**

**Preferred Education:** Bachelor Degree in any Discipline

**Preferred Experience: 1-4 Years of Experience.**

**Responsibilities:**

- Understanding the requirements and business needs of the client.
- Should be able to do testing, troubleshooting & debugging, post-implementation, application maintenance and support to the clients.
- Should be involved in providing the technical service on the Argus Application and Argus Interchange for clients during UAT, Validation and Production phase.
- Able to write complex SQLs in Database to develop ad-hoc reports
- Able to provide workarounds (for unfixed defects in the application) to clients to ensure minimal effect of the bug on User’s business activities.
- Gather client requirement, initiation and execution/implementation of the change request
- Should be able to perform Manual Testing on the application functionality. Testing areas are Functional, Integration, System, Regression and User Acceptance Testing.
- Need to write and execute of OQ (Operational Qualification) and PQ (Product Qualification) scripts.
- Should be able to generate test scenarios and test cases as per user cases defined in product requirement document.
- Analyze & deploy the applications and end to end maintenance of Database (Oracle) and Servers.
- Organize and attend weekly operational meeting with the clients
- Comply with the processes and policies laid out for information security and responsible for using the organization’s information assets in accordance with the Acceptable Use Policy in ISMS
- Co-ordinate with data center to maintain continuity of business
- Any other responsibilities including cross-functional assignments delegated by the organization to fulfill business needs

Name:	Reporting Manager:
Signature:	Signature:
Date:	Date: