



Job Description

Job Title:	VP of Software Engineering
Departments(s):	Product
Position Class:	Exempt
Position Classification:	Full-time
Total Compensation Range:	Base Salary: \$200,000 - \$300,000 Bonus / Long-Term Incentive: \$100,000 - \$150,000
Reports to:	Chief Executive Officer

Role Mission

The mission of the VP of Software Engineering is to drive evolution of HCIM's software products, talent & processes into an industry leading position within healthcare automation software. This role will be instrumental in driving the product & technology direction of our company, ensuring the successful delivery of high-quality software products, and fostering a culture of innovation, continuous improvement, and excellence.

Outcomes

A successful candidate in this role will accomplish the following goals in their first two years at HCIM:

- Recruit and retain a cohesive team of >90% "A players" in the Engineering organization.
- Lead on-time delivery of high-quality enhancements and new products that meet client needs and support HCIM business objectives.
- Assess existing SymKey software architecture and build roadmap for evolution of SymKey software into next-generation robotic process automation (RPA) application that meets needs of customers in our Ideal Customer Profile (ICP).
- Implement Agile development best practices, optimize engineering processes, and build key performance indicator tracking and analytics.

Key Areas of Responsibility

The VP of Software Engineering's responsibilities include, but are not limited to:

- **Leadership & Strategy:** Provide strategic leadership to the engineering team, aligning engineering goals with client needs and the company's business objectives.
- **Technology Management:** Oversee the architecture, development, and deployment of our software solutions, ensuring they meet the highest standards of quality, security, and scalability.
- **Technical Leadership:** Provide hands-on technical guidance and leadership in the design and development of software products.
- **Team Development:** Build, mentor, and grow a high-performing engineering team. Promote a culture of continuous learning and professional development.
- **Product Insight:** Understand user/client needs and how proposed software products and/or technology enhancements solve client needs within HCIM business constraints & goals.

- **Collaboration:** Work closely with other departments, including Product Management, Business Analysts, Sales, Marketing, and Customer Support, to ensure seamless communication and integration of engineering efforts with overall company goals.
- **Innovation:** Drive innovation within the engineering team, encouraging the adoption of new technologies and best practices to stay ahead in the market.
- **Agile Project Management:** Implement agile processes and leverage best demonstrated practices to ensure the successful execution of engineering projects, from initial concept through to release, on time and within budget.
- **Process Improvement:** Identify opportunities to improve engineering processes, tools, and methodologies to increase efficiency and effectiveness.

Experience & Skills

The ideal candidate will have:

- 10+ years of experience in software engineering including at least 3 years as an individual contributor software engineer or application developer and at least 5 years in a leadership/management role of software engineers and/or application developers.
 - Experience migrating from legacy to modern technology or remediating technical debt is highly desired.
 - Experience with .NET Core, .NET Framework, and NuGet technologies is desirable, but not required.
 - Experience with highly regulated industries with high cybersecurity requirements (e.g., HIPAA, HITRUST, SOC II Type 2, etc.) is desirable, but not required.
 - Experience in healthcare software is a plus, but not required.
- Exceptional problem-solving and strategic thinking ability combined with a results-oriented mindset.
- Exceptional leadership and people management skills, with the ability to inspire and motivate a diverse engineering team.
- Strong knowledge of software architecture, cloud computing, and modern software engineering practices including deep understanding of software development methodologies, including Agile and DevOps.
- Strong understanding of software engineering tools and workflows (e.g., Git, GitLab, CI/CD, Visual Studio) and source code versioning software (e.g., Azure DevOps).
- Excellent communication, both oral and written, and interpersonal skills.
- An interest in and ability to evaluate processes and implement improvements.
- Willingness to travel for internal team meetings.
- Work authorization in the United States.

Work Environment

The VP of Software Engineering will perform duties from a home-based office in collaboration with HCIM colleagues located elsewhere. Travel for occasional face-to-face work sessions with colleagues and/or HCIM clients may be necessary. This role may require up to 10% travel. This job description is



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not intended to be all-inclusive, and the VP of Software Engineering may perform other related duties as negotiated to meet the ongoing needs of the company.

About Healthcare Information Management, Inc. ("HCIM")

Healthcare Information Management, Inc. (HCIM) is a leading healthcare software company founded by healthcare operations experts to help healthcare organizations streamline processes, enhance operational efficiency, and improve patient outcomes. Our flagship product, SymKey, is an intelligent robotic process automation (RPA) application built to automate manual administrative workflows for value-based care provider organizations, health insurance companies, and third-party administrators. Our dedicated team focuses on delivering innovative technology to meet the evolving needs of the healthcare industry. Join us in making a meaningful impact and helping our healthcare system deliver high quality care more efficiently.

I hereby acknowledge that I have reviewed the VP of Software Engineering job description as outlined above and agree to the job duties and responsibilities as presented.

Colleague Signature

Date

Printed Name