

SOFTWARE ENGINEER

****Telecommuting options****

The Health Plan of San Mateo (HPSM), a managed care health plan, seeks a full time Software Engineer to work with systems users to ensure full utilization of HPSM's main production software and for writing or modifying programs that will enhance HPSM's computer system.

The essential duties and responsibilities will include the following:

- Perform new release testing and implementation with appropriate documentation.
- Document errors and bugs in the claims/eligibility system and HPSM built software.
- Manage Program Change Requests with users and vendors.
- Develop standardized and/or best practices testing processes.
- Develop, maintain, monitor, and ensure timeliness and accuracy of core system data processing and data interfaces (encounters/claims, membership, authorization, provider, configuration support, application and work flow support, etc.)
- Write new programs, modify existing programs, and prepare detailed programming specifications to meet the business user's requirements.
- Author, maintain, and update documentation and checklists for systems and programs that are maintained by this position
- Manage vendor relationships as required to support daily operational needs.
- Actively seek customer satisfaction for services and processes that are supported.
- Advise management of system issues including policy decisions and application limitations.
- Be available to respond to and resolve issues 24/7.
- Learn new techniques, systems, and languages
- Produce ad hoc reports
- Perform other duties as assigned

Requirements

Education and Experience: Bachelor's degree in Computer Science. Three (3) years of programming experience including system design and analysis, managed care experience, and preferably software change management and/or development experience.

Knowledge of: Healthcare and Claims processing in addition to membership processing. Software development on Unix AIX and DB2. Strong skills in Cobol and SQL. Query languages and other report writing tools. Systems and related systems interfaces and how changes impact various systems. Personal computers and proficiency in Microsoft Office Suite applications, including Outlook, Word, Excel, and PowerPoint.

Ability to: Quickly acquire a good working knowledge of HPSM's core system, as well COBOL and the AIX operating environment. Adapt to changes in requirements/priorities for daily and specialized tasks. Translate user needs to program functional specifications. Communicate and work with users to gather the necessary details to complete tasks/projects. Problem-solve and consider the entire solution. Work as part of a team. Work under and meet deadlines. Manage multiple job requests simultaneously. Communicate effectively and provide a high standard of customer service. Document work as needed.

Compensation & Benefits

Starting Compensation Range: - Depending on Experience

Benefits Information: Excellent benefits package offered, including HPSM paid premiums for employee's Medical, Dental and Vision coverage. Employee pays a small portion of the dependent premiums (5%) for medical and dental benefits. Additional HPSM benefits include fully paid life, AD&D, and LTD insurance; retirement plan (HPSM contributes equivalent of 10% of annual compensation); holiday and vacation pay; tuition reimbursement plan; onsite fitness center and more.

How To Apply

Application Process: To apply, submit a resume and cover letter with salary expectations to: Health Plan of San Mateo, Human Resources Department, 801 Gateway Blvd., Suite 100, South San Francisco, CA 94080 or via email: careers@hpsm.org or via fax: (650) 616-8039. **File by: Continuous until filled.** . EOE. The Health Plan of San Mateo is proud to be an Equal Opportunity Employer and encourages minority candidates of all backgrounds to apply.

Submissions without a Cover Letter and salary expectations may not be considered.

**** No Visa sponsorship available for this position.****