



Job Description

General Details

Job title:	KTP Associate - Information Systems Architect (Ref: CES12-32RA)
Faculty/School/Service:	Faculty of Computing, Engineering and Sciences
Normal Workbase:	Lister Trade Frames Ltd, Fenton, Stoke-on-Trent, ST4 2RS
Tenure:	Fixed Term for 2 years
Hours/FTE:	Full-time
Grade/Salary:	£22-£26k per annum (depending on experience and qualifications)
Date Prepared:	June 2013

Job Purpose

To project manage a two-year KTP to develop an advanced data analytics and distributed application-based IT platform.

Relationships

Reporting to:	Mr Guy Peters, Enterprise Reader Faculty of Computing, Engineering and Sciences, Staffordshire University
Responsible for:	Mr Darren Pusey, Operations Director, Lister Trade Frames Ltd Not applicable

Main Activities

- 1) Document existing system: form project team with key internal stakeholders; review existing systems; understand the company's business model; present and report upon key findings
- 2) Analyse, document and update business processes: model processes using appropriate tools; review processes in workgroups of staff from all levels of the company; document processes and procedures
- 3) Determine system requirements specifications: derive specifications from analysis above; produce departmental requirements specifications; liaise with sales and customers to identify integration opportunities; prepare mobile requirements specifications; present and recommendations to project & company management team
- 4) Investigate & select appropriate software tools, models, components and /or out-sourced software solutions / open sourced alternatives: critically evaluate solutions available, analysing risks and opportunities and presenting recommendations to the management team and steering group
- 5) Design & implement flexible server-side service delivery and data analytics systems: research relevant literature and data analytics, develop a high-level design specification for the system; consult internal & external stakeholders, customers and staff; design, build, test, refine and debug the data management solution; train staff in use & maintenance of the new system
- 6) Investigate and evaluate emerging mobile technologies and develop a mobile application development strategy: consult with customers and management teams; present findings to management team and steering group

- 7) Design and implement the mobile web application solution: develop high-level design for the system; build, implement, test, refine and debug the system, obtaining user acceptance and training staff so that system administration and maintenance knowledge is embedded into the company
- 8) Industry Integration: ensure the new system is fully integrated with customer and suppliers' requirements / processes/ systems; test and evaluate accordingly
- 9) Project Evaluation: evaluate project, service delivery system, mobile technology development; monitor uptake of mobile ordering and efficacy of communications; write final reports and present to steering group

Variation to Job Description

Staffordshire University reserves the right to vary the duties and responsibilities of its employees within the general conditions of the Scheme of pay and conditions and employment related matters. Thus it must be appreciated that the duties and responsibilities outlined above may be altered as the changing needs of the service may require.

Conditions of Service

The post is subject to such terms and conditions of employment as negotiated between the Board of Governors of the University and the recognised trade unions, and/or the employees of the University. In negotiating such terms and conditions the Board of Governors will consider any appropriate advice received from the Universities and Colleges Employers Association (UCEA).

Informal Discussion

Informal enquiries about the post can be made to: ktpjob@staffs.ac.uk

Application Procedure

We encourage you to apply on-line at our website <http://jobs.staffs.ac.uk> as the system is user friendly and simple to complete.

Please note that the University will not consider a Curriculum Vitae attached in support of your application and will not use this document in the shortlisting process. Consequently, we would ask all applicants to ensure that they have provided comprehensive information under each criteria in the Supporting Statements section of the application form and, if necessary, add any relevant additional information in the Additional Information Section.

The closing date is midnight on Friday 18 October 2013.