Job Description

Staffordshire University Services Ltd

General Details

Job title:	Solutions Developer (Student Records Transformation Project)
Faculty/School/Service:	Digital Services
Normal Workbase:	Stoke-on-Trent Campus
Tenure:	Fixed-term 12 months
Hours/FTE:	1.0 FTE
Grade/Salary:	Grade 6
Date Prepared:	April 2019

Job Purpose

Staffordshire University has the ambition of becoming the leading digital university across the UK, transforming the student experience and improving student success in an increasingly digitally-led world.

The Digital Services department is responsible for the University's overall use of digital technology in order to achieve the Connected University strategy.

The department consists of three core functions as follows:

- Architecture Management (responsible for identifying and selecting the right digital capabilities for the university)
- Digital Transformation (responsible for delivering and implementing the right digital capabilities for the university)
- Service Delivery (responsible for managing and maintaining all live, operational technology for the university)

The Digital Transformation function is responsible for the implementation/delivery of all new and enhanced Digital Technology solutions in line with university requirements, ensuring that, for all university Programmes, Projects, and initiatives we deliver:

- Empowering, innovative solutions;
- User-centric solutions;
- A modern, intuitive experience;

This will involve the control and management of both internal and external resources as new solutions can be built and delivered either internally or by a third-party supplier.

The Digital Solutions team manages, and has responsibility for the following key areas:

- Meeting the university's requirements for new / enhanced digital capabilities.
- Developing software and hardware solutions across a variety of platforms including web applications and mobile apps.
- Ensuring that technology developed internally and externally meets expectations.
- Ensuring that new solutions have appropriate and effective low-level designs that adhere to the university's architectural and design principles.

- Ensuring digital solutions are secure by design by working closely with other teams within the Digital Services department.
- Having the ability to use a number of development process techniques such as; Agile and Waterfall.
- Providing effective management of 'development' and 'test' environments.

Reporting to the Lead Architect on the Student Records Transformation Project, the Solutions Developer is responsible for the following:

- Development and integrating software solutions across a variety of platforms including SITS, web applications and mobile apps;
- Assisting with the design and specification of software solutions that meet business requirements
- Growing and developing their personal skills and knowledge of development;
- Ensuring that technology developed internally and externally meets or exceeds expectations;

Relationships

Reporting to:	Lead Architect (Student Records Transformation Project)
Responsible for:	N/A

Main Activities

Assisting with the design, development and maintenance of digital solutions across the following domains – SITS development, web development, mobile app development, software integration;
Participate in development scrums;
Ensure in-house solutions meet or exceed agreed business requirements and user expectations;
Create and maintain solution documentation to the required standards;
Work closely with teams within Service Delivery to transition new services into the 'live' environment, ensuring that they are supportable and reliable;
Growing and expanding their knowledge of development and integration;
Resolving problems and issues within the team – liaising with different departments or third-party suppliers where necessary.
The postholder may be required to participate in a rota to provide IT on-call cover to maintain business critical systems during weekdays or weekends. A payment for each evening, weekend and bank holiday sessions will be made.
Working alone on simple systems or with colleagues on more complex systems, produces outline system specifications covering for example: objectives, scope, constraints (such as performance, resources etc.), hardware, network and software environments, main system functions and information flows, data load and implementation strategies, phasing of development, requirements not met, and alternatives considered.
Working alone on moderately complex systems and modifications to existing systems, or with colleagues on larger or more complex systems, specifies user/system interfaces, including for example: menus, screen dialogues, inputs, reports, validation and error correction procedures, processing rules, access, security and audit controls, recovery routines and contingency procedures.
Documents all work using required standards, methods and tools, including prototyping tools where appropriate.
Produces logical system designs showing for example: processes, objects, data flows, inputs, stored data and outputs. Identifies common processes.
Working with database design or database administration colleagues where appropriate, translates object and data models into appropriate DB schemas within design constraints.
Constructs, interprets and executes test plans to verify correct operation of completed systems.

Professional Development

The organisation is keen to support staff in achieving high standards and will expect continuous professional development to ensure up to date knowledge and technical skills in related areas.

Variation to Job Description

The employer 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

If you are successful in being appointed to a professional support role at Grades 1-6, you will be employed by Staffordshire University Services Limited (SUS Ltd).

Staffordshire University Services Limited is a wholly owned subsidiary company of Staffordshire University which provides professional support staff to undertake various roles and responsibilities associated with grades 1 to 6 on the Staffordshire University pay scale. You'll work alongside, and under the direction of colleagues, within the University's Schools and Services in the delivery of our University Plan and supporting KPIs. You will be subject to Staffordshire University's policies and procedures and will be eligible to participate in the Staffordshire University Pension Scheme.