

Job Description

Job title:	Senior MI Systems Developer
Service:	Careers
Reports to:	Business Improvement Manager (Data/MI)
Usual office base:	National role
Grade:	Careers Grade 1

Job purpose:

To design, integrate, implement and maintain a range of effective and accurate management information solutions for contracts and programmes operated by Education Development Trust (Careers) and the wider Trust.

Job objectives:

1. To consult with Senior Managers across the business to capture and clarify business MI requirements on an ongoing basis; Provide technical expertise and recommendations for new IT solutions for data and MI platforms across Education Development Trust that deliver functional and technical improvements
2. Design, develop, run test cycles and test scripts, implement and maintain MI solutions to meet organisational data, financial and information management needs across multiple business areas using a range of programs
3. Design and maintain reports and reporting solutions that meet the MI needs of colleagues at all levels, taking responsibility for providing subject matter expertise for MI and data systems to ensure system design integrity is maintained
4. Carry out role of System Administrator and Superuser for a range of in-house and external MI systems/CRMs
5. Monitoring data quality and integrity to ensure reporting and analysis is accurate and reliable, identifying opportunities to improve business MI capability
6. Ensuring contract compliance of MI systems across all contracts/programmes including data protection and security.

7. Primary contact for all system development and system issues, including direct liaison with external software/system providers, funders and EdDevTrust IT department
8. Ensure all work is carried out and documented in accordance with required standards, methods and procedures and that any applicable configuration management procedures are adhered to.
9. Be responsible for adhering to both local and the Corporate Safeguarding policy and procedures aimed at promoting and safeguarding the welfare of children and at-risk adults and attend mandatory child protection and/or adult protection safeguarding and prevent training

Scope:

The successful candidate must be prepared to travel, based on business need.

This job description needs to be considered in the context of a developing and evolving business and therefore the duties described above will need to be adapted to meet the needs of each project.

Person specification:

Knowledge

Essential:

- C# ASP.NET
- MVC5
- Microsoft Azure Platform
- Azure database / SQL
- Front End: HTML, JavaScript, CSS
- Web API
- Good awareness of Data Protection legislation and data security requirements

Desirable:

- Power BI (Microsoft business analytics)
- Git

Experience

Essential:

- ASP.NET experience
- Experience on the Microsoft Azure Platform
- Writing complex SQL queries

- using SQL reporting, analysis and integration services
- delivering coaching and/or mentoring to individuals and groups
- programming and developing solutions

Desirable

- Experience of the careers guidance or related sector

Skills

Essential:

- Strong problem-solving skills
- Ability to guide and influence others at all levels
- Highly effective written and verbal communication skills
- Work collaboratively as part of a team
- Excellent organisational and time management skills
- Ability to meet deadlines and achieve targets and implement contingency plans where necessary
- Apply a flexible approach to work activities including travel as required to meet business objectives
- Display an open mind and positive attitude to work and colleagues
- Excellent ability to present data in a user-friendly format

Education Development Trust is committed to safeguarding and promoting the welfare of children and service users. Applicants must be willing to undergo background checks appropriate to the post, including checks with previous employers and the Disclosure and Barring Service as required.

Competency Band:

Key Competencies for the role:

Our Values	Key Competency 1	Key Competency 2
Excellence - Creating and Leading Success	Delivering the vision	Responding to change
Integrity - Supporting and Building Trust	Following through responsibilities	Valuing views and needs of others
Accountability - Delivering and Improving	Delivering value for money	Continually improving
Collaboration - Engaging and Partnering	Sharing knowledge with others	Engaging others to achieve goals

Job Family: Manager