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**This post, as part of the North East Ambition project, is part funded by the European Structural and Investment Funds 2014 – 2020 and all activity must comply with contractual regulations.**

## **Job Description**

<b>Job title:</b>	MI & Reporting Systems Developer
<b>Group:</b>	Careers & Employability
<b>Dept/Project/Service:</b>	ESF North East Ambition
<b>Reports to:</b>	Data, MI and Systems Manager
<b>Usual office base:</b>	National role
<b>Grade:</b>	Careers Grade 2

### **Job purpose:**

To assist in the development, implementation and maintenance of a range of effective and accurate management information solutions for the North East Ambition Contract and other programmes operated by Education Development Trust (Careers) and the wider Trust.

### **Job objectives:**

1. To act as a first line technical liaison between the customers of the systems & reports which are the responsibility of the development team (Both within the organisation and outside) and the rest of the development team.
2. Carry out the role of System Administrator and Superuser for a range of in-house and external systems (including delivery of training and production of training guides and resources).
3. To design, manage and coordinate tests (Both manual and automated) for systems & reports to prevent issues occurring in the production environment.
4. Monitor systems & reports which are the responsibility of the development team and diagnose issues ready for repair.
5. Design, document and write minor system & report fixes.
6. Document more serious system & report issues and communicate them to the senior developer before collaborating on a repair
7. To investigate potential system & report optimisations then collaborate with senior developer with their implementation.
8. Ensuring contract compliance of MI systems across all contracts/programmes including data protection and security.

9. When required act as a contact for all system development and system issues, including direct liaison with external software/system providers, funders and EdDevTrust IT department
10. 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
11. 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#
- SQL and Relational Databases
- Object Oriented Programming
- Object-relational mappers (O/RM)
- Unit testing
- HTML
- CSS
- JavaScript
- JSON
- XML
- RESTful Web Services
- Source control
- SCRUM
- DevOps

##### Desirable:

- Degree level education or equivalent qualifications like Microsoft or Cisco

- ASP.Net or ASP.Net Core.
- T-SQL and SQL server specific functions.
- Entity Framework 6 or Entity Framework Core.
- PWA.
- JavaScript frameworks (e.g. AngularJS, React, etc).
- Git Source control.
- Microsoft Azure.
- Microsoft Azure DevOps.
- Microsoft Application Insights.
- Microsoft Power BI.
- OData.

## Experience

### Essential:

- Programming and developing solutions.
- Front line software support including bug detection and analysis.
- Creating and implementing test plans.
- Developing and optimising complex SQL queries for speed and accuracy.
- Delivering coaching or training to individuals and groups.

### Desirable

- Experience of the careers guidance or related sector

## Skills

### Essential:

- Strong problem-solving skills
- Self-development and a commitment to learning.
- 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:**

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

**Job Family:**