

ISLE OF WIGHT COUNCIL

JOB DESCRIPTION

IDENTIFYING FACTS

Title of Post: Analyst Developer

Directorate: Resources **Post No:** 50058420

Section: ICT **Date:** 2019

Responsible to: ICT Software Development Lead

JOB PURPOSE

To analyse, design, develop and test new and existing corporate software applications and web site solutions. To implement, support and maintain systems, enabling efficient business processes and electronic local government service delivery for the Isle of Wight Council, its employees, business partners, service stakeholders and members of the public.

MAJOR TASKS

1. Carry out Business Analysis using experience and understanding of process mapping, data flow diagrams and system development methodologies to carry out system design and produce technical requirement specifications that deliver the most appropriate solution to support business objectives.
2. In conjunction with the relevant teams engage in or lead all aspects of any development throughout its life cycle. This includes definition, analysis of requirements and business processes, development and implementation of solutions and user acceptance testing.
3. In conjunction with other members of the Software Development team design and create high-quality, user centric, digital services.
4. Continue development of key corporate applications such as iwight.com (corporate website), CRM, Wightnet (corporate intranet), digital services, e-forms, service specific applications and payment and billing systems as per agreed business requirements.
5. In conjunction with other members of the Software Development team, to specify, install, configure and maintain solutions required to support the effective development and delivery of transaction based Internet and Intranet sites.

6. In conjunction with other members of the Software Development team, to develop and maintain auditable security mechanisms to ensure the safe and effective operation of the websites and in-house developed software applications in accordance with council policies.
7. To maintain a sound and up to date knowledge and experience of server and client side development technologies; Microsoft.Net, C#, Microsoft SQL Server, MVC, jQuery, WCF, Ajax, Javascript , CSS and JSON. To understand how these can be best utilised to deliver appropriate software solutions.
8. In conjunction with other members of the Software Development team, carry out the technical integration and development of interfaces between corporate applications, websites, internal and external software solutions and back-end databases to enable effective provision of dynamic transaction based services. Applying and using Microsoft.Net, C#, XML/XLST, Web services, WCF and data transformation services and technologies.
9. In conjunction with other members of the Software Development team, design, implement and administer appropriate relational database systems. Requiring a sound understanding and experience of developing and administering Microsoft SQL Server and other RDMS technologies.
10. In conjunction with other members of the Software Development team assist in the development, maintenance, administration and control of the corporate code base, it's back up, source control, revision and release, using Microsoft Team Foundation Server technologies.
11. In conjunction with other members of the Software Development team, to help define appropriate standards for the look and feel of the Council's websites and coding Practices. (Microsoft .Net C#, Visual Studio, TFS)
12. Aid in the design and implementation of server hardware and infrastructure to support corporate enterprise applications, intranets and external web sites. Including the configuration, support and administration of application and web servers using Windows Server, Microsoft Internet Information Services (IIS).
13. To have a solid understanding of externally supplied corporate applications and underlying infrastructure such as Microsoft SQL Server, Windows Server, Microsoft Internet Information Services, SAP. To assist in their on site configuration, development and integration and in conjunction with colleagues in other areas of ICT and system suppliers, help problem solve and provide technical expertise.
14. To write and maintain such documentation as is required to ensure the effective development and maintenance of appropriate software/web solutions.
15. To assist in diagnosing and resolving problems with application/web solutions and their underlying hardware infrastructure.
16. To provide clear and concise communication to both internal and external staff involved in any aspect of a given task liaising with customers, suppliers and users associated with each project to ensure directed objectives are achieved.
17. Undertake on-going personal development and knowledge in current and future technologies appropriate for the post.

18. To comply with all relevant health and safety legislation and the Council's Health and Safety policies.
 19. To be aware of and work within budgetary constraints and to ensure the appropriate maintenance and use of Council assets.
 20. To support and champion electronic service delivery within the department.
 21. To comply with all relevant health and safety legislation and Council's Health and Safety policies
 22. To undertake such other duties and responsibilities as required that are commensurate to the post.
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Generic Data Quality Statement

All employees are required to comply with the Council's Data Quality Policy and Strategy. You are responsible for ensuring that any information or data you collect or input complies with the standards set out in these documents.

Managers are responsible for ensuring that data sets provided to others comply with the required standards.

The Data Quality Policy and Strategy is available on the Intranet. Each Directorate has one or more Data Quality Champions who can explain the requirements to you.

This job description is correct as at the date given above. In consultation with the postholder it is liable to variation by management to reflect or anticipate changes to the job. As a term of employment the postholder may be required to undertake other duties in this post or, following consultation, any other post in any of the Isle of Wight Council's Directorates.