

Job Description

DIRECTORATE:	Resources
DEPARTMENT:	Finance & ICT
POST:	Software Developer
GRADE OF POST:	GR10
RESPONSIBLE TO:	Software Architect

JOB PURPOSE:

To provide a web development function to the Council. Meets with internal staff to analyse requirements and formalise outline specification, proposes designs, codes, tests, corrects and documents. Creating complex systems that can be used both internally by staff, the residents of Bridgend and other partner organisations or collaborating Councils.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Takes a design role, in technical aspects of systems analysis, meeting with stakeholders to achieve requirement analysis, making sure that a solution is feasible. Creates code and thoroughly tests solution; creating system documentation for system users and support staff.
- Responsibility, for supporting and maintaining both internal and externally supplied software. Managing relationships with external suppliers to maintain the high availability of key corporate systems to end users; users of the systems being Bridgend CBC, external partner Authorities and members of the public.
- In accordance with agreed procedures, monitors application systems through regular scrutiny of reports from the applications software, or service delivery staff. Notes problems and identifies performance trends. Referring to Software Architect where necessary, takes corrective action to improve performance and to avoid problems arising.
- Has a responsibility for the support and further development of the internal intranet and external facing internet sites, utilising technologies such as social media, focusing on methods to deliver channel shift opportunities moving transactions from face to face to electronic mediums.

- Looks for opportunities to integrate systems and maximize the benefit from sharing data. Therefore making staff efficiencies and streamlining processes. Maintaining the security and integrity of corporate content management systems.
- Researches current design trends and gives recommendation to the Software Architect on possible new technology and tools that could deliver efficiencies to shape ICT strategy.
- Creates, amends scripts and keeps track of programs/systems changes, in accordance with the design methodology followed under the strict security compliance model safeguarding the Local Authority mitigating potential breaches and averting any impact from the Information Commissioner Office (ICO).
- Supervises staff having responsibility to contribute to their development and training. Where appropriately mentoring and allocating tasks from a technical perspective.
- To maintain individual professional development and undertake any other duties that may reasonably be requested, commensurate with the grading of this post.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

Person Specification
Software Developer

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential

Attributes	Requirements	Essential	Method of Evaluation/ Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • Possess a recognised qualification in I.T. such as Microsoft Certified Solutions Developer • Degree or significant experience • Able to show evidence how current skills updated 	<p>Yes</p>	<p>Production of original Qualification Certificates and application form.</p>
Knowledge & Experience	<ul style="list-style-type: none"> • Significant experience in web development creating large scale complex systems both internally and externally. • Understanding of the World Wide Web Consortium (W3C) standards for website accessibility • Experience with business solutions specifically focused around customer relationship management (CRM) • Experience in development languages ASP.net frameworks (Webforms and MVC) and C# for server side programming • Experience of maintaining and supporting corporate systems maintaining high availability to system users both internal and external 	<p>Yes</p> <p>Yes</p>	<p>Interview, application form and selection process.</p>

	<ul style="list-style-type: none"> • Substantial capability of assessing new technology and knowing what is relevant emerging technology • Experience of working with project management methodology and tools • Experience of maintaining and developing corporate content management systems, maintaining strict security standards • Microsoft SQL Server or ORACLE or MySQL DBA 		
<p>Skills & Personal Qualities</p>	<ul style="list-style-type: none"> • Ability to mentor and motivate junior staff. • Good presentational, oral and written skills • Proven skill in improving business service delivery through the operation of data centres • Working unsupervised. • Able to maintain composure and personal effectiveness in situations of pressure • Effective communicator possessing good inter-personal skills. • Able to analyse problems quickly and effectively • Motivated. • Dependable. • Demonstrates good customer service skills • Committed to own professional development 	<p>Yes</p> <p>Yes</p>	<p>Interview, application form, and selection process.</p>