

Job Description

Position:	SQL Developer (SSIS, SSRS)
AG/Service/Unit:	Information Systems and Technology
Reference:	ISTL-078/P
Grade:	Grade 6
Status:	Permanent
Hours:	Full-time (36.25 hours per week)
Responsible to:	Head of Information Systems and Technology
Responsible for:	---

Main Function of the Post:

To enable the University to build new capabilities by designing, creating and maintain the integration of different systems

1. Creating and supporting the data feeds between core database systems and consuming services by applying appropriate techniques
2. Managing and developing the University's reporting services infrastructure.
3. Actively work with and liaise with customers and peers across the University to solve interoperability problems, develop and agree solutions.
4. Lead on development projects which develop the University's corporate information systems and learning environment, taking the lead in some projects, directing and motivating a project team, identifying and managing timescales and resources through to the conclusion of the project. To participate in other projects as a member of the project team.

Principal Duties and Responsibilities:

1. To develop and apply methods and approaches to improve the quality and integrity of data for reporting and for consuming systems e.g. data cleansing, de-duplication etc, and feeding back to the data owners on omission and errors when necessary.
2. Develop approaches to data systems integration including producing scripts/code and using middleware solutions as appropriate.
3. Acquire an in-depth knowledge of the processes, database and table structures on the core systems.
4. Monitor and improve the performance and optimisation of data transfer processes.
5. Work closely with internal customers to determine data and reporting requirements, establishing the datasets and keep customers involved and informed during the development process.
6. Take steps to ensure software systems are appropriately secured, and minimise the risk of data loss from systems malfunction, fire, theft or malicious attack (hacking/viruses).

7. To produce and distribute user documentation, advice and guidance information as required.
8. To work with external suppliers, consultants and external peer groups to research appropriate technologies and methods which can be applied to develop and improve the core IT infrastructure and services at the University.
9. To develop themselves personally and professionally and keep abreast with new techniques and tools relevant to the role.
10. To be flexible in their role and to be prepared to change responsibilities in accordance with changing operational requirements, and undertake other duties/activities assigned by their line manager.
11. To produce and distribute user documentation, advice and guidance information as required.
12. Ensure a safe working environment and abide by University health and safety policies and practices and to observe the University's Equal Opportunities policy and Dignity at Work policy at all times.

There is a requirement in this role for some evening and weekend work.

Note:

This is a description of the position requirements as it is presently constituted. It is the University's practice to periodically review job descriptions to ensure that they accurately reflect the position requirements to be performed and if necessary update to incorporate changes were appropriate. The review process will be conducted by the relevant manager in consultation with the post holder.

Please note that this appointment may be subject to Disclosure and Barring Clearance.

Person Specification

Position: SQL Developer (SSIS, SSRS)		Reference: IST-078/P	
School/Service: Information Systems and Technology		Priority (1/2)	Method of Assessment
Criteria			
1	Qualifications		
1 a)	GCSE grade C, or equivalent standard qualification, in English and Mathematics	1	Application Form/ Documentation
1 b)	Degree, or equivalent, in a relevant discipline or significant work experience in this area	1	Application Form/ Documentation
2	Skills / Knowledge		
2 a)	Thorough understanding of the components of a corporate MIS infrastructure and interoperability	1	Application Form/Interview
2 b)	In-depth knowledge and experience of supporting corporate database systems	1	Application Form/Interview
2 c)	In-depth knowledge of Microsoft SQL and MS SQL server, gained in a work environment	1	Application Form/Interview /Test
2 d)	Advanced knowledge of the .NET framework including Microsoft SQL Server Integrations Services (SSIS) and Reporting Services (SSRS)	1	Application Form/Interview /Test
2 e)	Understanding of data warehouses and business intelligence architectures and processes e.g. OLAP, Star schema	2	Application Form/Interview /Test
2 f)	Understanding of project management techniques and approaches	2	Application Form/Interview
2 g)	Able to express straight forward ideas and concepts in ways that are appropriate to the audience in both oral and written format	1	Application Form/Interview
2 h)	Able to train staff in group situations	2	Application Form/Interview
3	Experience		
3 a)	At least 2 years' experience of developing and supporting corporate SQL databases	1	Application Form/Interview
3 b)	Experience of data quality improvement methods and working with large, complex databases	1	Application Form/Interview
3 c)	Experience of Microsoft SSIS, SSRS and SSAS or similar products	1	Application Form/Interview
3 d)	Experience of working in a customer focussed environment	1	Application Form/Interview
3 e)	Experience of working in a project using formal project methodology	2	Application Form/Interview
4	Personal Qualities		
4 a)	Awareness of the requirements associated with operating within a customer service environment	1	Interview
4 b)	Commitment to continuous improvement and creative ways of working	1	Interview

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4 c)	Good oral and written communication skills	1	Interview
4 d)	Able to influence and gain the support of team members to achieve goals and targets	1	Interview
4 e)	Flexibility in working practices to accommodate the needs of the service e.g. prepared to work occasional evenings and weekends as required	1	Interview
4 f)	Able to work on multiple tasks concurrently	1	Interview
4 g)	An enthusiastic, highly professional and positive attitude towards work and to providing high quality customer service	1	Interview
4 h)	Able to respond positively to new situations and changes, adapting working methods and approaches accordingly	1	Interview
4 i)	Able to set goals and prioritise own workload and check own progress against these and other targets	1	Interview
5	Other		
5 a)	Willing to undertake staff development, which may take place outside the University	1	Interview
5 b)	Awareness of the principles of the Data Protection Act, Freedom of Information Act and the Bribery Act	1	Interview
5 c)	Awareness of the requirements of Health & Safety within the work environment	1	Interview
5 d)	Commitment to the University's policy on equal opportunities and diversity	1	Interview
5 e)	Available to work evenings and outside the normal academic year	1	Interview
5 f)	Able to work flexibly and remotely	1	Interview
5 g)	Able to travel nationally and internationally in order to meet the requirements of the service	1	Interview

Note:

1. **Priority 1** indicates **essential** criterion – an applicant would be unsuccessful if unable to satisfy all Priority 1 criterion.
2. **Priority 2** indicates **desirable** criterion - applicants failing to satisfy a number of these are unlikely to be successful.
3. It is the responsibility of the employee to ensure any professional accreditation/membership remains current
4. Please note it is normally expected that a new appointee will commence at the bottom of grade.
5. Employees are expected to have access to suitable IT equipment and broadband internet access at home to work remotely if required