JOB DESCRIPTION

Title of the post: Systems Developer [Permanent, Full Time]

Department: Information Systems – Enterprise Solutions

Reporting to: Enterprise Solutions Team Leader

The University

Background

Harper Adams University is the leading UK Higher Education (HE) institution focused on the land-based and food supply-chain sectors with an important national role in these subject areas.

Situated on a single campus in rural and scenic Shropshire, the University, and its surrounding area, provide an excellent working and living environment for staff and students alike, yet the University campus is only one hour from the UK's second city of Birmingham. Around 3,000 HE students attend the University, primarily on sandwich courses, which include a year-long industrial placement. Undergraduate and postgraduate degrees and apprenticeships are offered. The University also welcomes individuals who wish to undertake CPD or similar professional training to support their careers in the agri-food chain and rural industries.

The University was founded by Thomas Harper Adams in 1901 on the original farmland of the Harper Adams Estate. The University estate includes amenity areas, woodland, and a commercial farm of 205 hectares; with rented land, the total area farmed is approximately 640 hectares, spread over several locations with cereals, potatoes, forage maize and grassland carrying a dairy herd, sheep, beef, pig and poultry units.

The Privy Council awarded taught degree awarding powers to Harper Adams in 1996 and research degree awarding powers in 2006. Full University Title was granted by Her Majesty's Privy Council in December 2012. The University changed its legal status to that of a Company Limited by Guarantee in July 2012 and remains one of a small number of Universities which are Registered Charities. Her Royal Highness The Princess Royal became the University's first Chancellor in 2013.

Academic Provision

The University offers a wide range of courses including Foundation and Honours degrees, in addition to shorter awards designed to meet the continuing professional development needs of those already in the workplace. The subjects are wide ranging and cover Agriculture, Applied Life Sciences, Animal Science and Health, Business, Countryside, Engineering, Food and Land & Property Management. The University has also focused on developing its postgraduate education and research and there are a growing number of postgraduate students at both diploma, masters and PhD level.

Harper Adams has built up an international reputation for the quality of its courses and has achieved the highest possible ratings in recent Quality Assurance Agency reviews and holds a Gold Teaching Excellence Framework (TEF) award. There is active encouragement of research and the University took part in the last Research Excellence Framework (REF) exercise. 56% of our submitted research was rated either internationally excellent or world leading and 100% was rated of international quality. Our extensive programme of research and education for

professionals in the land-based and food chain sectors supports a high profile of business and community reach-out work, short course delivery for businesses and technology transfer activities supported by strong industry links and partnerships with companies including Saputo Dairy UK (formerly Dairy Crest), CLAAS and Ice Robotics.

Current high-profile projects include the Hands Free Farm – following on from the world-first Hands Free Hectare autonomous farming success; controlled traffic farming and development of laser weeding.

Recognition

Harper Adams is consistently positioned highly in a range of national ratings, performance measures and league tables.

The University has been the highest performing modern university in The Times and Sunday Times Good University Guide for the last five years.

In the QS World Rankings for Agriculture and Forestry published in March 2020, Harper Adams was ranked, for the third time, as first in the UK for academic reputation and second in the world for its reputation with employers.

In the 2020 Whatuni? Student Choice Awards, based on student reviews, Harper Adams won the best job prospects category for a fifth year running.

The University is one of the UK's Top 10 for student satisfaction, based on the results of the National Student Survey, and number 1 for graduate employment based on the 2020 Graduate Outcomes survey.

Facilities

Harper Adams has extensive, well-equipped facilities and is constantly investing in its campus. Facilities include a range of modern teaching facilities and an extensive library, a variety of IT suites including an engineering design centre, newly extended laboratory facilities, a field laboratory and a livestock project centre, a glasshouse complex, an agricultural engineering unit with a large, covered soil working area and a number of sustainable technology installations. New facilities opened since 2017 include new laboratories, an Agri-Tech Innovation Hub and SMART Dairy Unit. A Veterinary Education Centre is due to open in 2021, in support of existing programmes and the new Harper & Keele Veterinary School. Capital funding to support the development of many of these facilities has been provided through the work of the Development Trust.

The University also provides a range of training and professional development opportunities via its staff development programme.

Catering and Sports Facilities

The University's Students' Union operates a small gym and squash courts that staff may use on the payment of a nominal fee. The University has an open-air swimming pool, bowling green and tennis courts that are available for staff use during the summer period. A variety of University catering outlets provide access to lunch facilities on campus.

For further details about the University, please visit our website:
http://www.harper-adams.ac.uk

The Team

The Systems Developer with Learning & Academic Administration Systems focus will be part of a small team which provides professional expertise and technical skills in the integration and interoperability of new and existing technology-enhanced learning solutions with a range of existing institutional services.

The main duties of the role include:

- To provide professional expertise and technical skills in the development, enhancement and maintenance of the institution's systems, with a particular focus as required
- To provide professional expertise and technical skills in the integration and interoperability of new and existing systems with a range of existing institutional services and systems
- To facilitate effective use of enterprise systems for business activities and/or administrative support activities and/or learning technology activities, through enhanced use and development of those systems, including
- developing new features within the current systems suite
- Capturing business requirements and planning delivery
- extending and developing new functionality of the current systems suite
- integration between and across the current systems suite

Primary Responsibilities

System focus - the role will have a primary focus on one of the following system groups, as stated in the Advertisement at the time of recruitment

- Learning Systems - Virtual Learning Environment system and associated technology-enhanced learning systems (Moodle, Panopto & Pebblepad)
- Student Systems - student record and similar academic administration systems (CELCAT, Questionmark, Turnitin)

Operational

- Contribute to the planning, prototyping, development, testing and deployment of systems inline with agreed service scope and service levels.
- Collaborate with team members to enhance skills, agree good practice and promote cross-skilling.
- Maintain and continually improve application and software delivery methods and standards across all IS projects and the wider institution.
- Adhere to quality management processes, e.g. ensuring all developed and supported systems, modules, applications, or other developments are robust, fully tested, documented, of high quality and fit for purpose.
- Develop and maintain professional credible relationships with key internal stakeholders, including relevant third parties and strategic suppliers.
- Participate in estimating (time, cost and resource requirements} and planning of proposed solutions.
- Liaise with stakeholders to contribute to the assessment of business, academic and functional requirements and specifications, the design of system solutions, the development of transition activities and the embedding of delivered solutions into business and academic practice.

- Maintain version control, configuration and defect management activities for all code developed.
- Agreeing and implementing test plans for new and amended functions, and documenting the outcomes.
- Undertake unit and systems testing to ensure that on-going releases of code/solutions meet agreed requirements and are fit for purpose.
- Ensure changes to baseline requirements are effectively applied through the appropriate change control processes and tools.
- Participate in explaining and presenting system design, functional requirements and documentation to technical and non technical users.
- Assist (where agreed) the Service Delivery team with resolving day-to-day second and third line production support calls and recommend and develop fixes and alternative solutions where practicable.
- Adopt and promote good practices; standards and compliance to standards with all aspects of system/ software design and integration.
- Participate in a planned program of professional development in order to maintain growth in professional skills and knowledge.
- To undertake any other duties as required by the Enterprise Solutions Team Leader.

Planning

- To participate in the planning for inception and handover of solutions with the Infrastructure and Service Delivery Teams into the Production environment.
- To advise the Enterprise Solutions Team Leader on suitable current products within the commercial market place to meet identified needs, to identify gaps that the commercial marketplace cannot fill and to offer alternative solutions to a market approach as needed.
- Internal and External Relationships
- The post holder will be expected to undertake the duties as part of an integrated support team and will be expected to adopt priorities and engage in activities which promote the effective working of the whole team.
- The post holder will be expected to liaise with colleagues within the department, members of Harper Adams staff, with software and service suppliers as appropriate, and with colleagues in other institutions and related organisations.
- The post holder will bring to the attention of managers any matters relating to the health and safety of colleagues and consumers.
- The post holder will promote diversity and equality for students and staff and sustain an inclusive, supportive and environmentally sustainable study and work environment in accordance with Harper Adams policies.
- It is expected that the duties will be performed in the light of the relevant activities in Higher Education generally. The post holder will be expected to be aware of the activities and initiatives being formulated nationally within the relevant specialist area and will be expected to take part in such activities should they be relevant to and of benefit to the work being undertaken locally.

Special Requirements

- To maintain the relevant level of professional expertise and qualifications to discharge the duties of a professional specialist and to agree with the Enterprise Solutions Team Leader on a relevant professional development programme.
- There may be a requirement to work varying core hours, or on occasion to work outside normal hours, to ensure that service commitments are met.

Personal Specification

	Essential	**Desirable**
Qualifications		Educated to degree level or equivalent sustained relevant experience
Experience	Experience with E-Learning systems, preferably Moodle Experience in managing database platforms, producing reports and designing data-driven applications Experience using a variety of scripting and/or programming languages, including but not **limited to PHP**	Experience of My SQL Database Admin Experience with other learning delivery platforms and open-source derived solutions Understanding of web development and mobile first design Experience with integrating learning technologies with other systems such as identity management, and student records System administration (preferably Linux) Experience in working with multimedia platforms Experience using version control systems.
Knowledge/Skills	Understanding of the Principles of Learning Design and their applications.	A strong ethos towards test driven design and experience in debugging applications at every level Project management skills
Personal Qualities	Excellent communication skills Committed to maintaining and increasing technical skills	Proactive and responsive to requests and challenges The ability to explain technical concepts to non-technical staff or students A willingness to design and adopt best practice and to support and promote their use by others

Conditions of Service

The national recommendations which have arisen from the negotiations between UCEA and the unions recognised at national level, the Joint Negotiating Committee for Higher Education Staff (JNCHES), directly affect the terms and conditions insofar as they have been adopted by the Board of Governors.

Salary	The commencing salary will be within the range £34,804 to £39,152 per annum. The point of entry will be dependent upon relevant qualifications and experience. Salaries are paid monthly, in arrears, by credit transfer on the 28th day of the month.
Contract Term	This is a full time post. The employment may be terminated during the course of the contract by either party giving one months' notice in writing.
Hours of Work	The routine working week is 37 hours over Monday to Friday, inclusive. There may be a requirement for overtime working from time to time and time off in lieu may be allowed for agreed hours worked in excess of 37 per week.
Holidays	The annual holiday entitlement is of 22 working days, plus 3 University closure days and Bank Holidays. Annual holiday entitlement rises to 25 working days with 5 years' service. The holiday year runs from 1 August to 31 July and in the holiday year in which the employment commences or terminates the holiday entitlement will accrue on a pro-rata basis for each complete week of service. The timing of holidays is subject to the agreement of the Line Manager.
Sick Leave	During periods of certified sickness, the post-holder will be eligible to receive sick pay in accordance with the University Sick Pay Policy. The payment of sick pay is subject to compliance with the University rules for the notification and verification of sickness absence, details of which will be provided to the successful applicant upon commencement of employment.
Pension	The post-holder will be entitled to join the Harper Adams Group Pension Scheme and details will be provided to the successful applicant upon commencement of employment.
Exclusivity of Service	You are required to devote your full-time attention and abilities to your duties during working hours and to act in the best interests of the University at all times. Accordingly, you must not, without written consent of the University, undertake employment or engagement including external consultancy, which might interfere with the performance of your duties or conflict with the interests of the University.
	It follows that, regardless of whether you are employed on a full-time or part-time contract, you are required to notify your line manager of any employment or engagement which you intend to undertake whilst in the employment of the University (including any such employment or engagement which commenced before your employment under this contract). Your line manager will then notify you within 10 working days whether such employment or engagement is prohibited.
Criminal Convictions	The post involves the opportunity for access to children and young persons under the age of 18. For this reason, the University is entitled to consider any criminal convictions, cautions or impending case(s) that it considers to be relevant to this post.
	The post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. This means that applicants are not entitled to withhold information about convictions which for other purposes are "spent" under the provisions of the Act.
	Applicants must therefore complete the part of the application form declaring any

criminal convictions and cautions from any court or police authority. The successful applicant will have to undergo a Criminal Records Bureau check before an appointment can be made.

References

Candidates should ensure that they provide full details of the name and postal address of their referees. Please include e-mail addresses and telephone numbers wherever possible.

Referees should include your present, or most recent, employer.

Application Procedure:

All applications should be completed and submitted using the Harper Adams e-Recruitment programme at http://jobs.harper-adams.ac.uk

To be submitted no later than midnight on 28 June 2021