Aston University
BIRMINGHAM UK

OPPORTUNITY
Where change gets real.

Aston University

Reference: 0420-24

Grade: 8

Salary: £37,099 to £ 44,263 per annum, depending on experience

Contract Type: Permanent

Basis: Full time

Job description

The post will support the achievement of the Aston Strategy 2018 to 2023, by developing student system capabilities throughout the university. The post holder will be responsible for the development and support of a range of established and emerging student systems at Aston University. The post holder will work closely with both academic and professional support staff in order to ensure that the needs of the University are at the centre of all student systems.

As a Systems Developer, you will demonstrate innovation in the development of new approaches to and options for student systems at Aston University. You will work as a key member of agile sprint teams, supporting the development of key student systems at Aston University as part of the overarching Digital Strategy. You will be confident and experienced in conveying highly technical information and concepts to non-technical users. Stakeholder engagement will be at the heart everything that you do.

Main duties and Responsibilities

- As a member of the Corporate Student Systems team, you will be responsible for the development and maintenance of key student systems across the University.

- To carry out business and systems analysis, procurement, programming, testing, installation activities and going "live" for new applications and providing subsequent support.

- To work effectively as part of agile sprint teams, working with a range of senior stakeholders from across the University as well as relevant third parties.

- Provide expert technical knowledge and be able to trouble shoot and resolve existing functionality.

- To communicate effectively with all relevant stakeholders including professional support staff, senior academic staff, end-users and students for all assigned applications.

- To engage in cross sectional teamwork across the university as appropriate to deliver total solutions which draws on the services of each section.

- Build in-house solutions in e:Vision using Vistas, Process Manager, Task Manager, Standard Reports and Letters (SRL), HTML, and SQL queries.

- To engage frequently and effectively with relevant University-wide working groups and forums, providing technical advice and expertise where required.

- To liaise frequently and effectively with relevant sector-wide working groups and actively apply best practice within the development of student systems at Aston University.

- To take personal responsibility for the development of technical skills, keeping up to date with technological developments and other relevant areas of change through both formal and informal means.

- To assist in the set up and successful execution of key University-wide events such as Clearing, Enrolment, and Graduation.

Additional responsibilities

▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.

▶ Ensure and promote the personal health, safety and wellbeing of staff and students.

▶ Carry out duties in a way which promotes fairness in all matters and which engenders trust.

▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Person specification

	Essential	Method of assessment
Education and qualifications	▶ An honours degree or equivalent.	Application form.
Experience	▶ Experience of management information systems and of implementing developments to these systems. ▶ Experience of evaluation and implementation of substantive systems. ▶ Experience of requirements gathering and analysis. ▶ Demonstrable experience of successful business analysis and innovation. ▶ Previous experience of working according to established project management techniques, such as Agile. ▶ Experience of working within a regulatory environment.	Application form and interview.
Aptitude and skills	▶ Excellent oral and written skills. ▶ The ability to convey highly technical information and concepts to non-technical stakeholders. ▶ Excellent customer service and stakeholder engagement skills. ▶ Ability to work independently and cross-functionally within a team to tight timescales.	Application form and interview.

	Essential	Method of assessment
	▶ Analytical ability and attention to detail and accuracy.	
	▶ Ability to take innovative approaches to problem solving and devising inventive and creative solutions.	

	Desirable	Method of assessment
Experience	▶ Experience of Oracle databases and PL/SQL.	Application form and interview.
	▶ Experience in, or understanding of, the Higher Education Sector.	
	▶ Familiarity with cloud Technologies and Services such as Azure.	
	▶ Experience in, or understanding of, Agile project management techniques.	

How to apply

You can apply for this role online via our website https://www2.aston.ac.uk/staff-public/hr/jobs.

Applications should be submitted by 23:59pm on the advertised closing date.
All applicants must complete an application form, along with your CV.

Any CV sent direct to the Recruitment Team and Recruiting Manager will not be accepted.

If you require a manual application form then please contact the Recruitment Team via recruitment@aston.ac.uk.
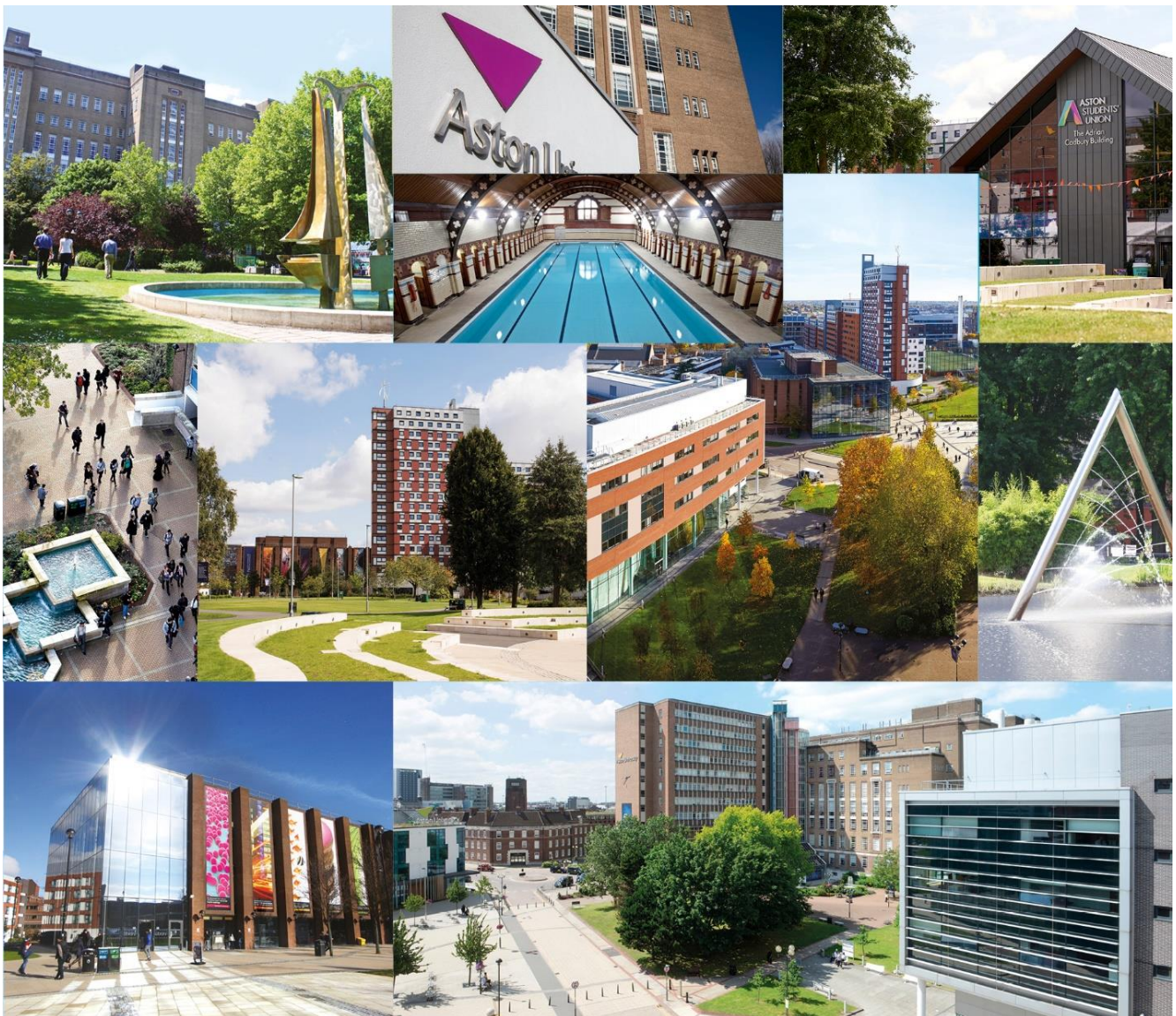
Contact information

Enquiries about the vacancy:

Name: Charlotte Tench

Job Title: Team Leader

Email: c.tench@aston.ac.uk

Enquiries about the application process, shortlisting or interviews:
Recruitment Team via recruitment@aston.ac.uk or 0121 204 4500.

Additional information

Visit our website https://www2.aston.ac.uk/staff-public/hr for full details of our salary scales and benefits Aston University staff enjoy

Salary scales: https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index

Benefits: Benefits and Rewards | Aston University

Working in Birmingham: https://www2.aston.ac.uk/birmingham

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK: You should ensure that you meet the eligibility requirements, including meeting the English language standards. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful. Please see UKVI guidance for further information on eligibility, knowledge of English requirements and approved test centres https://www.gov.uk/tier-2-general

With the end of free movement for EU/EEA/Swiss nationals from 1 January 2021, the UK's new immigration system applies to all non-UK/Irish nationals who require a visa.

Where an individual is subject to UK immigration control, they will require a visa to work in the UK.

The following individuals do not need a visa for the UK, but do still have to prove their right to work before employment can commence:

- **British Citizens or Irish Nationals**
- **EU/EEA/Swiss nationals with Settled or Pre-settled status under the EU Settlement Scheme**
- **Non-EEA nationals with Indefinite Leave to Remain/Settlement in the UK**

The main routes available for those who need a visa to work in the UK are **Skilled Worker**, **Global Talent** and the **Graduate Route**.

You can find further information about each of these visa routes on our candidate immigration page.

If you will conduct research in your role, you may need to apply for and obtain ATAS clearance before Aston can issue a Certificate of Sponsorship for your visa application. Please see below for further details.

Academic Technology Approval Scheme (ATAS): If you will conduct research in your role and you apply for a Skilled Worker or Temporary Worker GAE visa, you may need to apply for and obtain ATAS clearance before Aston can issue a Certificate of Sponsorship for your visa application.

This process can take at least 6 weeks to process, and Aston will consider this when confirming your expected start date. Processing times will increase between April and September and can longer to complete.

There is no fast-track option available. ATAS certificates will be processed in order of receipt.

You can find more information about ATAS on our candidate immigration page.

Before you start and Right to Work

90-day entry vignette

If you have applied for your visa outside of the UK, you will receive a vignette in your passport which is usually valid for 90 days. Please make sure to travel to the UK within the 'valid from' and 'valid to' dates on this visa. If you entered the UK before or after these dates, you would not 'activate' the visa and you would need to leave and re-enter the country.

You will also receive a decision letter confirming details about your immigration permission and where to collect your Biometric Residence Permit.

Cost of Living - Estate and Letting Agents

There are numerous Estate and Letting Agents in and around Birmingham that can help you find suitable accommodation. The Midland Landlord Accreditation Scheme provides a list of professional agencies and landlords who have applied with them for accreditation. Whilst accreditation is not a guarantee of quality, it provides some reassurance about the standard of the service they provide.

You can also use property search websites such as Rightmove or Zoopla.

Equal Opportunities: Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

Data Protection: Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at https://www2.aston.ac.uk/data-protection. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at https://www2.aston.ac.uk/staff-public/hr/policies

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