

Systems Developer



OPPORTUNITY

Where change
gets real.



Reference: 1162-25

Grade: 08

Salary: £38,784 to £46,049, per annum, depending on experience

Contract Type: Permanent

Basis: Full Time

Job description

Job Purpose:

This role plays a key part in supporting the delivery of Aston University's strategic objectives by enhancing and developing the capabilities of student systems across the institution. The successful candidate will take responsibility for the ongoing development, maintenance, and support of SITS and e:Vision, alongside other integrated and standalone systems essential to student administration.

As a Systems Developer at Aston University, the post holder will drive innovation in student system solutions, with a primary focus on the SITS student records system. Working within agile sprint teams, the post holder will contribute to the continuous improvement of student-facing and administrative systems as part of the University's wider Digital Strategy. They will be skilled in translating complex technical information into accessible language for a diverse range of users. Collaborating effectively with academic and professional services colleagues, the post holder will place stakeholder engagement at the core of their approach to ensure our systems are aligned with the evolving needs of the University community.

Main Duties/Responsibilities

- ▶ **System Expert:** Be responsible for the development, configuration, and ongoing support of the SITS student records system, including building tasks, SRLs, vistas, batch process e.t.c.
- ▶ **Supplier Engagement:** maintain strong links with sector-wide professional networks and working groups through mysits.com, incorporating sector best practices into the development of Aston University's student systems
- ▶ **Application Management:** design and implement functionality within SITS and e:Vision, translating user requirements into effective system solutions and keeping on top of new functionality within SITS.
- ▶ **Release Management:** coordinate the planning, impact assessment, scheduling, and deployment of changes or projects, e.g. creating projects in SITS to move deployments across environments while ensuring minimal disruption to services and alignment with change enablement processes.
- ▶ **Incident Management:** apply in-depth technical expertise in SITS to diagnose, troubleshoot, and resolve complex issues, providing third-line support where necessary, which includes diagnosing e:Vision or client access issues, resolving task issues using MHD e.t.c.
- ▶ **Problem Resolution:** Identify root causes of recurring incidents, involving Tribal helpdesk support where necessary, and implement long-term solutions to prevent future disruptions.
- ▶ **Testing:** working with stakeholders to develop and execute test plans for system changes and new deployments to ensure that business needs are met.
- ▶ **Change Enablement:** contribute to the change enablement process, making sure that all significant changes are well documented and are implemented in accordance with established governance practices.
- ▶ **Stakeholder engagement:** Engage confidently and clearly with stakeholders across the University to gather, interpret, and respond to system requirements, as well as advising where and when functionality is available within SITS.

Additional responsibilities

- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities.
- ▶ 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.
- ▶ Take ownership of personal professional development, proactively maintaining and expanding technical skill set by staying informed of emerging technologies and industry best practices through both formal training and self-directed learning.
- ▶ Support key institutional activities such as Graduation, Clearing, and Enrolment, contributing your technical expertise to ensure their smooth delivery.

Person specification

	Essential	Method of assessment
Education and qualifications	<ul style="list-style-type: none">▶ Higher Education Qualification	Application form
Experience	<ul style="list-style-type: none">▶ Development experience in SITS and e:Vision▶ Demonstrable experience of successful business analysis and innovation.▶ Demonstrable experience of successful business analysis and innovation.	Application form and interview
Aptitude and skills	<ul style="list-style-type: none">▶ Credible and engaging▶ Excellent communication and people skills, with the ability to engage diverse audiences effectively in both face-to-face and online settings.▶ Excellent communication and people skills, with the ability to engage diverse audiences effectively in both face-to-face and online settings.	Application form and interview


	Essential	Method of assessment
	<ul style="list-style-type: none"> ▶ Strong organisational skills with attention to detail and the ability to manage multiple priorities effectively. ▶ Ability to work independently, maintaining motivation and a focus on delivering to agreed priorities. ▶ Strong analytical and problem-solving abilities. ▶ Enthusiastic and supportive ▶ Resilient and determined 	

	Desirable	Method of assessment
Experience	<ul style="list-style-type: none"> ▶ Experience of requirements gathering and analysis ▶ Previous experience of working according to established project management techniques, such as Agile ▶ Experience in, or understanding of, the Higher Education Sector. ▶ Experience of working within a regulatory environment. 	Application form and interview

University values


All staff are expected to demonstrate/promote the University's values and expectations, which are an integral part of our strategy and underpin the culture of the University. In addition, our leaders are expected to be accountable, help to execute strategic visions of the University and share and set clear expectations that inspire those around them.

Values + Behaviours




Innovation

We strive for excellence within ourselves and others, providing solutions to new and existing challenges.




Collaboration

We work best when we are collaborative, working together to contribute to the Aston community.




Ambition

We strive together for improvement and innovation looking ahead to see the bigger picture.



Inclusion

We treat everyone in our community equally and how they would like to be treated.



Integrity

We are open, honest and fair. We take ownership of the way we work and how we treat each other.

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, Digital Services

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>

Aston University
Birmingham
B4 7ET, UK.
+44 (0)121 204 3000

www.aston.ac.uk