



### 1. JOB IDENTITY

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|--------------------|-------------------------------------------|-----------------|-------------------|
| <b>Post Title:</b> | IT Application Development Analyst        | <b>Service:</b> | Business Services |
| <b>Section:</b>    | Customer & Digital Services               | <b>Grade:</b>   | Practitioner J    |
| <b>Reports to:</b> | IT Senior Application Development Analyst |                 |                   |

### 2. JOB PURPOSE

Play a key role in the design, development and support of council-wide IT in-house applications, through a high standard of technical skills, knowledge and ability.

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation.

### 3. CORE RESPONSIBILITIES / DUTIES

- Lead responsibility in at least one applications development specialist area for the design, development, testing and documentation of new and amended IT in-house applications.
- Support the IT Senior Application Development Analyst in developing critical areas of good practice, procedures and process to ensure delivery of business systems aligned to the strategic aims of the Council.
- Liaise with customers and stakeholders to define service requirements.
- Design testing scripts and procedures in order to ensure that information systems perform as specified.
- Maintain and develop a high level of technical competency and knowledge of the IT business applications environment.
- Maintain high quality business records in relation to all areas of business applications specification, design, testing and implementation, utilising and developing procedures and processes as required demonstrating robust management standards.

### 4. QUALIFICATIONS AND TRAINING

- Essential:**
- IT related degree or equivalent transferrable experience and skills
- Desirable:**
- Advanced level technical certification
  - Foundation level IT service management certification

### 5. EXPERIENCE

|                   |                                                                                                                                                                                                                                                                               |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Essential:</b> | <ul style="list-style-type: none"> <li>• Significant experience of working in a challenging and customer-focussed IT environment</li> <li>• Significant experience in the development of IT applications</li> <li>• Experience of working in a project environment</li> </ul> |
| <b>Desirable:</b> | <ul style="list-style-type: none"> <li>• Recognised specialist in at least one technical area</li> </ul>                                                                                                                                                                      |

## 6. KNOWLEDGE AND SKILLS

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|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Essential:</b> | <ul style="list-style-type: none"> <li>• Customer-focussed with good relationship management, communication and negotiation skills.</li> <li>• Working knowledge of application development techniques</li> <li>• Proven technical ability</li> <li>• Thorough knowledge of IT service management frameworks</li> </ul> |
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## 7. ADDITIONAL REQUIREMENTS

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|------------------------|-----------------------------|
| Driving Compliance     | Not applicable to this post |
| Politically Restricted | Not applicable to this post |