

WHERE
CAREERS
THRIVE

When potential
is unlocked,
talent *thrives*



West
Northamptonshire
Council

Job description and person specification

Developer – Power Platform

Digital Services, DTI Directorate

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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Purpose and impact:

To deliver a first-class professional service by building and supporting all digital services in the organisation, taking an innovative approach to improve the user experience for residents, while using automation and developing better systems to create service efficiencies for the council.

This post is a mid-weight position, under the direction of the Lead Developer and supporting the Developer Support to successfully deliver complex projects, meeting business objectives and user needs on behalf of the authority.

Accountable to:

Transformation Programme Manager

Responsibilities:

1. Under the direction of the Lead Developer, work on complex projects that will result in changes to the end to end user journey, creating automation and improving business systems, processes, and activities on behalf of the Authority.
2. To manage systems upgrades, configuration and build business critical services, testing across the team and ensuring deadlines are met.
3. Responsible for system maintenance for digital systems, including:
 - Implementation of new services and functionality
 - System set up, parameters and system development.
 - Maintenance of scheduled jobs and investigation of job failures
 - System reconciliations and integrations
 - Testing of new software/system releases
4. To develop new systems and functionality, to enhance cost effectiveness, efficiency and improve customer service as appropriate. Includes the co-ordination of upgrades and other software updates.
5. To assist with managing and supporting functions for all digital services and to investigate opportunities for service efficiency and improvements through testing. This includes adding and maintaining the knowledge base of digital systems.
6. To assist in ensuring that annual development is identified, planned and implemented to ensure that annual billing is undertaken effectively.
7. To investigate complex system queries and issues raised by system users, resolving or liaising and negotiating with software suppliers as appropriate to ensure prompt resolution.
8. Liaise with the wider DTI team in relation to systems issues, requests and operations.

9. To develop procedures, systems and practices, particularly adhering to legal and security standards, and provide training and mentoring support to colleagues as required.
10. To undertake any other duties that can reasonably be expected of the role and the level of responsibility.
11. To maximise personal and team productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk.
12. Encourage a culture of continuous learning, feedback and support by being a critical friend, inspirer and motivator of others in the team.
13. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(**A**) Application Form, (**T**) Test, (**I**) Interview, (**P**) Presentation, (**D**) Documentation.

Minimum levels of knowledge, skills experience and qualifications required for this job.

Skills and abilities:	Essential / Desirable	Measured by
Sound development skills including a selection of HTML, CSS, C#, PHP, JavaScript, Power Apps, Power Automate and web enabled technologies	Essential	A, T, I,
Solid communication skills with the ability to influence and negotiate with people at all levels, including third parties such as software suppliers.	Essential	A, I
Proven ability to train colleagues of all levels on new systems (both code and low code) developments and processes, as well as test the work of other developers in the team	Essential	A, I
Excellent team-player and ability to work independently, prioritise own workloads and to adjust priorities to meet deadlines.	Essential	A, I
Aptitude for quick changes from iterative work and user feedback, and ability to actively learn new development tools and techniques through exposure on projects	Essential	A, I
Works accurately with a high attention to detail	Essential	A, T, I
Ability to problem solve and select appropriate method of development according to user needs; is a systems thinker who will be well versed in different tools and tech for different problems	Essential	A, T, I
Equal opportunities- ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	Essential	A, I
Ability to take responsibility for resolving issues and adopt a flexible approach to work in terms of working hours and duties.	Essential	A, I

Knowledge:	Essential / Desirable	Measured by
Working knowledge of at least one server-side language (PHP, C#, JAVA, Python), or low-code platform (e.g. Power Platform or AWS)	Essential	A, T, I, D
Working knowledge and experience of form building, customer accounts, and either business process automation and/or CMS.	Essential	A, T, I
Awareness of cloud platforms, e.g. Power Platform, AWS, Azure, GCP	Essential	A, T, I, D
Working knowledge of accessibility and security legislation and working practices with willingness to continue learning.	Essential	A, T, I
Knowledge of relational and non-relational databases, including Dataverse or integrated data sources.	Desirable	A, T, I

Relevant experience:	Essential / Desirable	Measured by
Ability to design, build and maintain secure APIs and integrations, with experience in SOAP and/or REST	Essential	A, T, I
Evidence of up-to-date knowledge of relevant legislation Digital Services.	Essential	A, T, I
Experience of working on agile development projects within a public sector environment	Desirable	A, T, I
Experience mentoring and coaching, either formally or informally	Essential	A, T, I

Education, training and work qualifications:	Essential / Desirable	Measured by
BSc Degree in Computer Science, equivalent qualifications or equivalent relevant experience gained in the workplace.	Essential	A, D
English and Maths GCSE grade C or above / Proven literacy and numeracy skills	Essential	A, D
Evidence of continuing CPD (e.g. AWS certification, Azure, Power Platform, Agile project management)	Essential	A, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Day-to-day in the role:

Hours:	37.0	Primary work base:	One Angel Square, Northampton
Job family band:	Professional Support Band 07	Worker type:	Part-Flexible
People Management Responsibility	N/A	Budget responsibility:	N/A

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T		We are honest, fair, transparent and accountable. We can be trusted to Trust do what we say we will.
H	High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R	Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I	Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V	Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness
E	Empower	We believe in people, will listen, learn and trust them to make decisions. We help people realise their ambitions.

“Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture”

When potential is unlocked, talent *thrives*

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
 - **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
 - **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
 - **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.
- We want you to have balance and be happy.

