Candidate Information

Position: Systems Analyst/Programmer
School/Department: Centre for Public Health
Reference: 18/106978
Closing Date: Tuesday 18 December 2018
Salary: £33,199 - £39,610 per annum (potential to progress to £43,266 per annum through sustained exceptional contribution)
Anticipated Interview Date: Thursday 10 January 2019
Duration: 24 months

JOB PURPOSE:

Provision of system development, implementation, IT administration and support roles for the N Ireland Cancer Registry to include the Stroke/Heart disease register.

MAJOR DUTIES:

1. Develop and implement suitable Information System applications and solutions to support the objectives of the NICR for cancer registration and also for a stroke/heart disease register.
2. Work as part of the IT team to identify user interface requirements for aforementioned systems to facilitate the registering of both cancer and stroke/heart disease data on patients resident in N Ireland.
3. Provide programming and system support for the NICR, to include the administration of the NICR virtual server environment, database systems and servers (including server/operating system configuration, security and backup), installation and support of applications used by individuals and research groups.
4. Develop and implement a range of test plans for software developments to include both unit and full system testing activities.
5. Assist with Information Security tasks as required by the NICR Information Security Manager for the purposes of maintaining NICR's ISO 27001:2013 accreditation, to include internal audits.
6. Provide data support for NICR staff and research projects, as required, through the production of data extracts and reports from existing systems/databases.
7. Provide assistance with specification and procurement of IT systems and peripherals, keeping up-to-date with latest technology, including systems and applications to improve NICR security.
8. Work within cross-functional teams to support NICR research activities through the development of appropriate IT solutions as required.
9. Develop and maintain information and documentation including both specification/programming documents for the NICR IT department and user documentation for non-IT staff.
10. Adopt a proactive approach to the identification and resolution of potential problem areas and opportunities for improvements/enhancements to meet the needs of colleagues and end users.
11. Deliver training to NICR staff on the use of IT equipment, applications and utility software as required
12. Carry out any other duties which are appropriate to the post as may be reasonably requested by NICR senior management.

Planning and Organising:

1. Plan own work on a daily basis with an awareness of longer term issues, ensuring plans complement the goals and objectives of the NICR.
2. Contribute to projects as part of cross-functional project teams as required.
3. Organise for own staff training and knowledge/skills transfer and development, particularly to NICR IT staff.

Resource Management Responsibilities:

1. Assist in the planning of resources within the NICR IT environment to ensure that they are effectively managed and monitored.
2. Advise on the cost/benefit of new and existing technologies.

3.   Assume delegated responsibilities as appropriate.

Internal and External Relationships:
1.   Attend internal and external meetings to ensure that relevant issues are appropriately represented and reported.
2.   Liaise with key contacts within the NICR IT team to ensure appropriate development and implementation, integration, collaboration and understanding.
3.   Interact with researchers and academics within the NICR, to develop new and improved data processing methods and provide IT support for research projects.
4.   Liaise with external suppliers, consultants and other third parties as required.

ESSENTIAL CRITERIA:
1.   A degree in Computer Science or related subject.
2.   Previous 2 years recent experience working in a relevant computing environment in a post with substantial programming.
3.   Experience with Database Systems and applications working in a Client/Server environment
4.   Demonstrable experience using at least one from each of the following:
     VB.NET/C/C#/Java/ASP.NET/PHP
5.   Good working knowledge of Microsoft operating systems and applications.
6.   Evidence of project management experience.
7.   Excellent communication skills both oral and written.
8.   Effective interpersonal skills in dealing with both technical and non-technical personnel.
9.   Well-developed analytical and problem solving capability.
10. Experience of working within a team environment.
11. Ability to plan and manage own activities and projects, including supervision of other IT staff.
12. Authoritative, up to date knowledge of IT security issues and best practice with regard to systems containing patient identifiable data, knowledge of regulations/guidelines and codes of practice on Data Protection and Confidentiality.
13. Must be willing to work outside normal office hours on occasional basis.
14. Adherence to relevant NICR regulations and procedures.

DESIRABLE CRITERIA:
1.   Postgraduate Master's degree in Computer Science or related discipline
2.   BCS Corporate Membership or equivalent
3.   Experience in information systems, application and network support in a business environment.
4.   Experience using scripting languages such as Python/PERL/Java script
5.   Experience of developing web applications.
6.   Demonstrable experience in database technologies using one of the following - SQL Server/MySQL/Oracle
7.   Experience of implementation of application and database security.
8.   Experience of systems testing.
9.   Ability to present technical information with clarity to a variety of different audiences.