EMMANUEL COLLEGE

Further particulars relating to the post of Information Systems Developer

The College

Emmanuel College is one of the larger Colleges of the University of Cambridge, embracing a community of around 500 undergraduate students; 200 graduate students; 90 Fellows and 170 college staff led by the senior management team of the Master, Bursar and Senior Tutor. The College is run by a Governing Body, which is made up of the senior academic members of the College, known as the Fellowship. The Governing Body is assisted by a Committee structure.

The main college site occupies extensive grounds, sited in the centre of Cambridge and provides an environment for learning and living that is both beautiful and peaceful. The relationship between College and University is academic rather than administrative. In all matters relating to staff management, the College is completely autonomous. Members of staff are employed by the College, which handles all contractual and personnel matters.

The College is known for its warm, friendly and welcoming approach to every member of the Emmanuel community.

The Information Systems Department

The Information Systems Department is responsible for the development and support of the College network, the College IT services, the web services and the highly redundant infrastructure which supports them. The College’s core network is provided by high performance switches connected by 10 Gbps fibre. Services are virtualised which operate with automatic failover using a resilient file store. The Department is also responsible for supplying help and support for Fellows, staff and students of the College and for managing the desktop environment for staff.

The services which have been developed and are managed and maintained by the IS Department can be grouped into five areas.
(1) Core Network infrastructure,
(2) Administrative systems,
(3) Academic systems,
(4) Conference and Guest systems and
(5) Intranet services delivered through the College website.

The Post

The IS Developer will join a small, expert team developing and supporting the College’s IS facilities and services, especially web services (5) and the configuration and management of firewalls and network core infrastructure (1);

Services delivered through the College website have been an area of rapid growth and include content management with controls on who can change it, user interfaces to databases including the wine cellar database, the online maintenance book, the exeat system, the teaching and learning services questionnaire, Old Members event booking, communication
for Admissions and interfaces to the Cambridge Student Information System. These services have grown in response to demand and use ColdFusion as the primary technology. It is intended to rebuild the major applications in an integrated way using a modern technology such as .NET or node.js. The successful candidate will be expected to play a leading role in this development.

**Person Profile**

Experience of constructing dynamic web applications using interfaces with SQL databases and other commercial backend systems. Familiarity with Javascript and programming environments such as ColdFusion, node.js, PHP or .Net would be an advantage.

The duties of the Information Systems Developer are set out formally in the attached Job Description.

**Education and Qualifications**

A degree in a scientific or engineering subject would be an advantage but evidence of a history of successful IS development projects could also be equally important.

Applicants should have proven programming and problem solving ability and experience of working in a support and development role would be beneficial.

**The Rewards**

The College Terms and Conditions of Employment provide for:

- 25 days annual holiday for full-time positions, in addition to statutory bank and public holidays.
- Membership of a contributory pension scheme (employees’ contributions at the rate of 8% of gross pay), a salary sacrifice scheme is available for some schemes.
- College sick pay scheme that provides payment whilst staff are incapacitated due to ill health.
- Salary within the range of £33,199 to £42,036 per annum dependent upon qualifications and experience.

Other benefits include:

- Childcare Voucher scheme via salary sacrifice arrangement in appropriate situations,
- Meal is available at lunch time at College expense,
- Travel to work loan scheme,
- Car parking in central Cambridge,
- Access to the College Gym and swimming pool,
- Permanent Health and Life Insurance in conjunction with pension schemes,
- Full-time position for a total of 36 hours 40 minutes per week, worked in accordance with a flexi time scheme from Monday to Friday, although the demands of this post may involve working outside of and in addition to these hours.
- Various discount schemes are available from local traders.

**Application**

Applications should be sent via e-mail to bursar@emma.cam.ac.uk and should contain a completed application form (available at https://www.emma.cam.ac.uk/about/jobs/) and a
supporting letter giving any additional information which you think relevant. The closing date for receipt of completed applications is the 8th October 2018.

The post is available immediately and the successful candidate will be expected to start as soon as possible.