JOB DESCRIPTION

Job Title:	**Front-End Engineer**
Ref no:	**DLS19**
Campus:	**Hendon**
School/Service:	**Digital and Library Services (DLS)**
Grade:	**Grade 7**
Starting Salary:	**£43,811 per annum inclusive of Outer London Weighting rising to £50,136 incrementally each year.**
Hours:	**35.5 hours per week, actual daily hours by arrangement**
Period:	**Permanent**
Reporting to:	**Head of Application Development**
Reporting to Job Holder:	**None**

Overall Purpose: To carry out the analysis, design, front-end technical development, implementation, configuration, support and maintenance of university websites and web and mobile applications, working with the software engineers in the Application Development Team.

To create visually appealing, engaging, user-friendly and on-brand interfaces to these applications, ensuring they meet the evolving needs of the university and our global user community.

Postholders will be expected to operate within a matrix management structure to provide the flexibility to meet varying project demands and a fast pace of change.

Principal Duties:

A. General

1. Carry out analysis, front-end technical design and development, configuration and implementation of university websites and web and mobile applications for our global user community.

2. Work effectively with the software engineers in the Application Development and Data Engineering and DBA services Teams who will provide the back-end analysis, design and development, to provide seamless integration of design and functionality and optimises the user journey.

3. Carry out regular front-end development support and maintenance tasks for university websites and web and mobile applications to agreed timescales and to quality standards.

4. Optimise web and mobile applications for maximum speed, scalability and accessibility.

5. Ensure the technical feasibility of User Interface (UI) / User Experience (UX) designs.

6. Provide technical support for operational systems, by providing the helpdesk with 2nd line incident and problem resolution.

7. Monitor the usage of the university websites and web applications, recording trends and advising on appropriate actions for improvement.

8. Work with the business users to support the delivery of specific technical content (eg: for campaigns).

9. Maintain a good awareness of the key issues facing the university, to support effective analysis of business problems.

10. Collaborate with users and liaise effectively at all levels.

11. Support end users in testing including usability, accessibility and cross- browser / mobile device testing.

12. Carry out systems testing and documentation in support of regular change including application patching and upgrades.

13. Create systems and user documentation and business and technical reports as required.

14. Provide appropriate technical presentations to users as required.

15. Take an active part in university committees and task groups, where appropriate.

16. To work under the project management of the allocated project leader(s), who may not always be the line manager, on a project by project basis.

17. The post holder will actively follow Middlesex University policies including Equality and Diversity policies.

18. As duties and responsibilities change, the job description will be reviewed and amended in consultation with the post-holder.

19. The post-holder will carry out any other duties as are within the scope, spirit and purpose of the job as requested by the line manager.

B. Specific technical roles

20. Develop and maintain a good knowledge of the technical requirements of at least one of the following business applications, in order to provide sound analysis and advice.

21. Enterprise level content management system (CMS) (Hypertext Preprocessor (PHP) based, headless or traditional CMS).

22. Clarivate CampusM platform, specifically ReactNative, Application Extension Kit (AEK)

23. To maintain a good technical knowledge in relevant areas. At present this includes:

24. Hypertext Markup Language (HTML), Cascading Style Sheets (CSS), Javascript, Hypertext Preprocessor (PHP) and My Structured Query Language (SQL)

25. React. Java script (js). Node.js. JSON, RESTful (Representational State Transfer) and Simple Object Access Protocol (SOAP) Application Programming Interfaces (API), SQL Plus

26. To carry out analysis and development tasks as required, following coding and quality standards

27. To carry out specified maintenance tasks to ensure satisfactory performance of operational systems.

28. Stay up-to-date with the latest technology trends to continuously improve skills and apply best practices.

29. Support DLS colleagues in the preparation and testing of business continuity plans by developing and maintaining backup procedures and Disaster Recovery documentation

30. Work closely with colleagues within DLS on issues related to capacity planning, security, computer operations in order to ensure that operational procedures and change control occurs in an orderly manner.

31. Whilst reporting to a formal line manager, to work under the project management of the allocated Project Manager on a project by project basis, liaising and co-operating to provide effective team operation.

PERSON SPECIFICATION

Job Title: Front-End Engineer

Your supporting statement on your application form will be assessed to see how you meet each of the following criteria

Selection Criteria:
A. General

Essential:

1. Educated to degree/ Higher National Diploma (HND) or equivalent analysis and development experience.

2. Proven experience of front-end development and configuration of large websites or web and mobile applications in a business environment

3. A keen eye for design, and the ability to create responsive and engaging user experiences.

4. Ability to relate to all DLS staff and end users at all levels.

5. Good verbal and written presentation skills.

6. A proven ability to work in a technical environment.

7. Ability to analyse and recommend solutions to business problems.

8. Ability to self-manage and motivate oneself.

9. The willingness to embrace change and to acquire additional technical skills as may be required to implement and support the university's digital environment.

10. Willingness to work on occasion outside normal hours.

B. Specific Technical Roles

Essential:

11. Experience using an enterprise level CMS (preferably Terminalfour) or ReactNative development framework.

12. Formal training and proven experience in at least two of the following:
    - HTML, CCS, Javascript
    - PHP and MySQL
    - React.js. Node.js
    - JSON, RESTful and SOAP APIs, SQL Plus

13. Demonstrate the ability to apply technical skills to resolve business problems.

14. Demonstrable experience of web usability and accessibility.

15. Expert knowledge and applicable experience of current web analytics.

Desirable:

16. Good working knowledge of Prince 2, Prince2/Agile or Agile working practices.

17. Working knowledge of Information Technology Infrastructure Library (ITIL) standards and

practices.

18. Working knowledge of source code repositories (preferably GIT).

19. Experience of working in higher or further education or other sector targeting similar audiences.

Terms and Conditions

Diversity
We value diversity and strive to create a fairer, more equitable work environment for our staff and students. We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff diversity networks, campus facilities and services to support staff from different backgrounds.

Flexibility
Please note that given the need for flexibility in order to meet the changing requirements of the University, the duties and location of this post and the role of the post-holder may be changed after consultation. The balance of duties may vary over time and will be reviewed as part of the appraisal process.

MU Services Limited
Middlesex University has established a wholly owned subsidiary, MU Services Limited, to provide professional services to the University. Staff of MU Services Limited will work alongside Middlesex University staff. All University professional services staff job descriptions, policies and procedures and the University Professional Services Staff Handbook will apply to both Middlesex University staff and MU Services Limited staff during their employment, unless where expressly stated otherwise. Staff will remain with their current employer, unless they move to an academic or academic related role.

Annual Leave
30 days per annum plus eight Bank Holidays and seven University Days taken at Christmas (pro rata for part-time staff) which may need to be taken as time off in lieu.

Travel to Hendon Campus
We offer an interest-free season ticket loan, interest-free motorbike loan, a cycle to work scheme and bicycle and motorbike parking and changing facilities.

Public Transport
Our Hendon Campus is well served by public transport with buses, London Underground and British Rail services all within a short walk of the campus. You can get detailed journey information from TfL (www.tfl.gov.uk) and have a look at our directions and location map to help plan your travel:
http://www.mdx.ac.uk/aboutus/Location/hendon/directions/index.aspx

Parking
There are currently Regular Parking Permits and Pre-Paid Parking options available to new joiners. Further details are available on the Travel and Transport page on the staff intranet. Please note if the number of applications becomes oversubscribed these parking options could be withdrawn at any point.

Parking for Disabled Staff
Staff and visitors with their own current blue badge have access to free parking on campus. All blue badge holders should present a copy of their blue badge to the security office in the Quad. Holders will be given car park access up to the date of expiry of their blue badge.

What Happens Next?
If you wish to apply for this post please return to the portal and click on Apply Online.

If you wish to discuss the job in further detail please contact Jeff Pearce, Head of Applications Development – j.pearce@mdx.ac.uk