

**Industrial Year Placement**  
**Applications Development - Information Services**  
**Salary: £13,380 per annum**

An industrial placement opportunity exists in the Applications Development division of IS reporting to the Applications Development and Support Team Leader.

The Applications Development (AD) team is primarily responsible for the development and support of database applications used by the administrative processes of the University. These include the Student Records system, Accommodation and Admissions systems. AD also supports commercial software running the university's Finance, HR and Payroll systems. These applications are running on Windows VM servers and are sitting on Oracle databases. In-house development for the AStRA (Aberystwyth Student Records and Admissions) System uses SQL, PHP, HTML and Perl programmes alongside Oracle development tools. The system offers web interfaces for staff and students to access and maintain student and accommodation records.

This is a full time placement, working 36.5 hour a week for 13 months **from 1<sup>st</sup> July 2017 to 31<sup>st</sup> July 2018**.

Normal hours of work are 9.00 -17.30 with some flexibility possible. On occasions the post holder may be required to work outside of these hours for which time off in lieu will be given.

Informal enquiries regarding this post can be made to Dylan Williams, Applications Development and Support Team Leader ([dnw@aber.ac.uk](mailto:dnw@aber.ac.uk))

**Closing date: 10.00 am on Monday 8<sup>th</sup> May 2017; Interviews to be held on the afternoon of Thursday 11<sup>th</sup> May.**

Aberystwyth University is a bilingual Institution which operates a Welsh Language scheme and is committed to Equal Opportunities.

### **Further particulars**

The post holder will develop skills in building database applications, web interfaces and data management processes. This placement provides in-depth hands-on experience in developing web-based systems and will give you valuable experience to add to your CV in support of your future IT career aspirations.

Informal training will be provided through working with existing development staff and through the use of systems manuals and online training materials. No prior knowledge of Oracle development tools is required. You will learn to manipulate Oracle database tables, build Oracle Reports / data input Forms and develop web interfaces to backend databases. Your primary area of work will be the Accommodation system which manages applications for rooms in University accommodation, allocation of rooms, hall fees, inventories, licence packs, etc.

### **Job holder duties will include some or all of the following:**

- Develop and support web interfaces to management applications
- Create and manage database tables and views
- Maintain and develop shell scripts to support data management operations
- Maintain and develop Oracle Reports and Forms
- Liaise with operational staff to agree and test development requirements
- Answer enquiries from staff users of the AStRA system
- Produce documentation to support applications developments
- Liaise with suppliers of external applications to facilitate data integration

The post will be based in IS offices in the Hugh Owen Building.

We require that all our staff members comply with the University's Information Security policy (<http://www.aber.ac.uk/en/infocompliance/policies/security/>). Any information security incidents resulting from non-compliance may result in appropriate disciplinary action. The post holder will be required to sign a formal undertaking concerning the need to protect confidentiality.

## Person Specification

	Essential Attributes	Desirable Attributes
Experience	<ul style="list-style-type: none"> <li>• Experience of using the on-line systems provided by the University to support students. e.g. Student Web Record, Accommodation Portal, Timetable, Library, etc</li> <li>• An understanding of data protection principles</li> <li>• Studying a university course relating to IT systems development.</li> </ul>	
Skills and Personal Qualities	<ul style="list-style-type: none"> <li>• Ability to acquire new skills and apply them effectively</li> <li>• Ability to work effectively as part of a team and in accordance with agreed standards and procedures</li> <li>• Ability to work independently and with minimal supervision</li> <li>• Ability to work under pressure, to prioritise work effectively and to respond to problems quickly and calmly</li> <li>• Good attention to detail</li> <li>• Good problem solving skills</li> <li>• Reliable and flexible approach to work</li> <li>• Good interpersonal skills, as demonstrated by the ability to deal pleasantly and effectively with people.</li> <li>• Excellent communication skills, both oral and written</li> <li>• Understanding of the bilingual nature of the University and an awareness of the procedures in place to support working bilingually.</li> </ul>	<ul style="list-style-type: none"> <li>• Oral and Written Welsh Level A2.</li> <li>• A genuine interest in databases and business applications development</li> <li>• Competence in working with HTML and/or PHP to develop web pages</li> <li>• Comfortable working with SQL and in a UNIX environment</li> </ul>