



JOB DESCRIPTION

(Form HRJDES Sept 2021)

| | |
|-----------------------------------|---|
| Job Title | Software Developer |
| Post Number | |
| Responsible To | Senior Software Developer |
| Responsible For | None |
| Grade | Scale 7, SCP 26-30, £30,451 - £33,782 Plus £4,000 market supplement (subject to experience) |
| Hrs | 36.25hpw |
| Location | ICT Department Lancashire Fire and Rescue Service Headquarters Garstang Road Fulwood Preston PR2 3LH |
| Other terms and conditions | National Joint Council for Local Government Services A flexi time scheme is in operation Ad Hoc Car User |
| Special Requirements | <p>It is a requirement of the post that the post holder holds a current category 'B' (car) full driving licence.</p> <p>It is a special requirement that the candidate is able and committed to attend relevant training to develop skills and knowledge in relation to the development of software associated with LFRS.</p> |

Our Aim

The intended result of all our efforts is to: make Lancashire safer.

This is what we are here to achieve. We seek to do this by delivering prevention, protection and emergency response services; using our trusted position in the community to influence the wider safety of people and working in partnership with other organisations where we have shared objectives.

Our Priorities

- Valuing our people so they can focus on making Lancashire safer.
- Preventing fires and other emergencies from happening.
- Protecting people and property when fires happen.
- Responding to emergencies quickly and competently.
- Delivering value for money in how we use our resources.

The way we work to achieve our priorities is as important as what we do and our Service values '**STRIVE**' reflects the behaviours we expect from our staff.

Service: Making Lancashire safer is the most important thing we do.

Trust: We trust the people we work with.

Respect: We respect each other.

Integrity: We do what we say we will do.

Valued: We actively listen to others.

Empowered: We contribute to decisions and improvements.

The Service values are supported by the national Core Code of Ethics for Fire and Rescue Services in England. The Core Code sets out five ethical principles, which provide a basis for promoting good behaviour and challenging inappropriate behaviour.

Putting our communities first – we put the interest of the public, the community and service users first.

Integrity – we act with integrity including being open, honest and consistent in everything we do.

Dignity and respect - making decisions objectively based on evidence, without discrimination or bias.

Leadership – we are all positive role models, always demonstrating flexibility and resilient leadership. We are all accountable for everything we do and challenge all behaviour that falls short of the highest standards.

Equality, diversity, and inclusion (EDI) – We continually recognise and promote the value of EDI both within the FRSs and the wider communities in which we serve. We stand against all forms of discrimination, create equal opportunities, promote equality, foster good relations, and celebrate difference.

Everyone in Lancashire Fire and Rescue Service is expected behave in accordance with the Service values and to follow the Core Code, including those working with or on behalf of FRSs.

You can read our full [Integrated Risk Management Plan](#)

Role Environment

You'll be working in a small but friendly and supportive team where peer support and continuous sharing of knowledge and ideas is key to the success of the function.

We place an emphasis on research and development and wherever possible make use of the latest technology, products and techniques – we'll also support the introduction of innovative and new technology and ideas wherever suitable and relevant.

In addition to the core software development activities the role involves a high degree of variety, with a balance between customer engagement, requirements gathering and solutions design, involvement in systems testing and rollout plus some exposure to project management. In support of this we actively encourage personal development and provide for regular professional training at certified training centres wherever there is a need, as well as to stay abreast of new technology and industry trends.

Emphasis is placed on a sensible work / life balance and in recognition of this, flexible working and a generous annual leave allowance is standard for the role.

Job Role

The Software Developer's role is to provide bespoke web-based application and data-tier solutions in accordance with the needs and priorities of the Service.

The individual will be responsible for the development and evolution of the Service's web based (.NET/.NET Core) and mobile (Xamarin) solutions. Where MVC is employed, training and development including supporting data-tier layers (SQL tables, views, stored procedures, etc..) will be provided where necessary.

The individual will be expected to engage with internal stakeholders & product owners and will be involved in all stages of the solution development lifecycle.

Moreover, it is anticipated that the post holder will perform requirements gathering / systems analysis & resultant documentation as a precursor to any development, with those work elements being a continuous flow of discreet items in a managed backlog. Practical experience of process modelling (ideally to a recognised standard such as BPMN) and writing user stories within the context of an Agile SCRUM environment would therefore be beneficial, however professional training and coaching will be provided in these areas where experience is not already held.

The role will also be involved in contributing to the Services software development strategies, unit testing solutions, release procedures, source code repository and version control solutions.

Core Responsibilities

Development specific

- Construction of web-based applications and / or web services and supporting components, in adherence with major projects, organisational requirements and priorities.

- Exploitation of the following technologies in a development environment:
 - .NET/.NET Core
 - XML
 - SQL
 - HTML/JavaScript/CSS
 - jQuery
 - Azure
- Engagement with key stakeholders to perform requirements gathering and systems analysis functions as part of any development undertaking, documenting those requirements to an agreed standard in-line with the organisation's development methodology
- Working closely with the Head of Digital Transformation, the Senior Software Developer and the Corporate Systems Manager to develop in-house software solutions to discreet and well-defined requirements specifications.
- Creation / manipulation of data-tier requirements (database objects, presentation to multiple platforms)
- Integration of 3rd party solutions using SDK's / API's / OCX's to enable an increasingly mobile workforce
- Lead / provide guidance on the direction of the Service's web-based solutions & hosting infrastructure
- Influence / lead in the continuous development of the solution development life cycle and supporting collaboration disciplines
- Lead / provide guidance on SharePoint/Microsoft 365 integration, data, web & software development best practice

Cross discipline

- Assist with the resolution of IT Service Desk generated Incidents and problems with touchpoints on web applications, workflow, data, mobile forms, web & custom application infrastructure, or where formally escalated to the Software Developer as part of the ITIL process
- Provide verbal and written reports (or incident updates) identifying progress in relation to complex incidents or problems and to communicate any known problems, issues or implications that may affect the department meeting its objectives or providing services
- To liaise with other LFRS departments, external service support suppliers and contractors in order to specify complex requirements, provide solutions, resolve Incidents and Problems, monitor service level agreements and / or improve best practice

- To be involved with any major projects with a development requirement, as well as providing expert level input and guidance with installations, product updates, deployments and “development infrastructure” related services
- Involvement in the departments formal ITIL processes and Service Desk solution, including escalation procedures, change management and project management modules
- Demonstrate a commitment to personal development and actively participate in the appraisal process.
- To be aware of the LFRS Safeguarding Procedures and to make referrals as appropriate to the role.
- Promote a positive image of the Service in dealing with all other organisations and members of the public.
- To promote the principles of equality and diversity and comply with LFRS Equality, Diversity and Inclusion Policy at all times.
- To observe all rules governing health and safety and use safety equipment where it is provided.
- To support LFRS in its commitment to prevent pollution and minimise its impact on the environment.
- The post holder may be requested to undertake the duties of higher graded staff subject to consultation. In addition, other duties at the same responsibility level may be interchanged with/added to this list at any time.

It is unacceptable for any LFRS employee to be under the influence of alcohol or illegal drugs at work. Such employees pose unnecessary risks to themselves and to their colleagues.

| Document Control | |
|---------------------------------------|--------------------------------|
| Final JD/ES Departmental Approved by: | Head of Digital Transformation |
| Final JD/ES HR Approved by: | HR Business Partner |
| Date | 23 September 2021 |

Further Information

Car Specification

You are required to hold a current category 'B' (car) full driving licence. If it carries any endorsements, clearance will be required from the Head of Fleet and Engineering Services before you can be appointed even if you are successful at interview.

You will be reimbursed for the use of the vehicle on authorised journeys in accordance with the LFRS Ad hoc Car User Scheme.

The vehicle provided must be fit for purpose, and meet the following requirements:

- Valid MOT test certificate
- Maintained in accordance with the manufacturer's recommendations, kept in good condition and be fully road legal at all times
- Insured for you to drive on official business journeys
- It should be noted that the provision of your own vehicle does not preclude Lancashire Fire and Rescue Service requiring you to use Service transport where this is considered more appropriate and in the interests of the organisation.

Drug and Alcohol Use:

It is unacceptable for any LFRS employee to be under the influence of alcohol or illegal drugs at work. Such employees pose unnecessary risks to themselves and to their colleagues.

To this end, LFRS will screen all candidates selected for employment for illegal drugs and alcohol. This will be carried out at our Occupational Health Unit, under strict protocols and confidentiality. Any candidate who refuses to be screened will not be employed. Any candidate who tests positive for illegal drugs or unsafe levels of alcohol will not be employed.

EMPLOYEE SPECIFICATION

| Software Developer | | | |
|--|-----------|-----------|-----------|
| Qualifications | Essential | Desirable | Assess By |
| Degree (or similar) in a computing related subject or demonstrable evidence of the appropriate level of experience | X | | A, I, V |
| Experience | | | |
| Evidence of appropriate experience of developing bespoke software solutions | X | | A, I |
| Knowledge, Skills and Abilities | | | |
| Knowledge of Database and related RDBMS principles such as MS SQL | | X | A, I |
| Development knowledge in at least one of the following areas: C# / ASP.NET MVC / .NET Core | X | | A, I |
| Understanding of web technologies such as XML, JSON, HTML, CSS and JavaScript | X | | A, I |
| Able to produce and communicate detailed documentation, user guides & specifications | X | | A, I |
| Ability to communicate clearly and effectively to elicit and define user requirements | X | | A, I |
| Ability to influence and contribute to organisational projects | X | | A, I |
| Ability to manage third party suppliers | X | | A, I |
| Good organisational skills, ability to work on own initiative and with a minimum of supervision | X | | A, I |
| Ability to demonstrate a commitment to equality and diversity | X | | A, I |

KEY

| | | | | | |
|----------------|-------------|----------------|--------|----------------|-------------|
| A -Application | I-Interview | V-Verification | T-Test | P-Presentation | R-Reference |
|----------------|-------------|----------------|--------|----------------|-------------|

Terms and Conditions

| | | | | | | | | | | | | | | | | | | | | | |
|--|---|----------------------------|--------------------|--------------------|-------------------|----------|----|----|----|-------|----|----|----|-------|----|----|----|--------------|----|----|----|
| Job Title | Software Developer | | | | | | | | | | | | | | | | | | | | |
| Responsible To | Senior Software Developer | | | | | | | | | | | | | | | | | | | | |
| Grade | Scale 7, SCP 26-30, £30,451 - £33,782 | | | | | | | | | | | | | | | | | | | | |
| Hrs | 36.25hpw | | | | | | | | | | | | | | | | | | | | |
| Location | ICT Department, Service Headquarters, Garstang Road, Fulwood, Preston, PR2 3LH | | | | | | | | | | | | | | | | | | | | |
| Car Parking | Free Car Parking Facilities are available at LFRS Service Headquarters. | | | | | | | | | | | | | | | | | | | | |
| Pension | Local Government Pension Scheme | | | | | | | | | | | | | | | | | | | | |
| Annual Leave Entitlement Pro-rata for part-time employees | <p>Green Book</p> <p>The annual leave year for business support staff runs from 01 April to 31 March.</p> <p>The scale of annual leave is as follows:-</p> <table><tr><td><u>Spinal Column Point</u></td><td><u>0 – 5 years</u></td><td><u>5 – 9 years</u></td><td><u>10 years +</u></td></tr><tr><td>Up to 11</td><td>22</td><td>27</td><td>27</td></tr><tr><td>12-21</td><td>25</td><td>27</td><td>28</td></tr><tr><td>23-34</td><td>27</td><td>27</td><td>30</td></tr><tr><td>35 and above</td><td>28</td><td>28</td><td>31</td></tr></table> <p>Plus bank holidays, plus 2 extra days which are accrued and taken if in post at Christmas/New Year. Staff employed at LFRS Service HQ are also required to take some additional annual leave to facilitate the Christmas closure.</p> | <u>Spinal Column Point</u> | <u>0 – 5 years</u> | <u>5 – 9 years</u> | <u>10 years +</u> | Up to 11 | 22 | 27 | 27 | 12-21 | 25 | 27 | 28 | 23-34 | 27 | 27 | 30 | 35 and above | 28 | 28 | 31 |
| <u>Spinal Column Point</u> | <u>0 – 5 years</u> | <u>5 – 9 years</u> | <u>10 years +</u> | | | | | | | | | | | | | | | | | | |
| Up to 11 | 22 | 27 | 27 | | | | | | | | | | | | | | | | | | |
| 12-21 | 25 | 27 | 28 | | | | | | | | | | | | | | | | | | |
| 23-34 | 27 | 27 | 30 | | | | | | | | | | | | | | | | | | |
| 35 and above | 28 | 28 | 31 | | | | | | | | | | | | | | | | | | |

| | |
|---|---|
| Other Terms and Conditions | National Joint Council for Local Government Services. LFRS operates a flexi-time scheme. Adhoc Car User |
| Car Categorisation | <p>Ad hoc</p> <p>Current category 'B' (car) full driving licence. If it carries any endorsements, clearance will be required from the Head of Fleet and Technical Services before you can be appointed even if you are successful at interview.</p> <p>If you use your own vehicle, you will be reimbursed for the use of the vehicle on authorised journeys in accordance with the "LFRS Ad Hoc Car User Scheme"</p> <p>The vehicle provided must be fit for purpose and meet the following requirements:</p> <ul style="list-style-type: none"> • Valid MOT test certificate. • Maintained in accordance with the manufacturers recommendations, kept in good condition and be fully road legal at all times • Insured for you to drive on official business journeys • It should be noted that the provision of your own vehicle does not preclude Lancashire Fire and Rescue Service requiring you to use service transport where this is considered more appropriate and in the interests of the organisation. |
| Clearances | Satisfactory references Occupational Health Assessment |
| <p>It is unacceptable for any LFRS employee to be under the influence of alcohol or illegal drugs at work. Such employees pose unnecessary risks to themselves and to their colleagues.</p> <p>To this end, LFRS will screen all candidates selected for employment for illegal drugs and alcohol. This will be carried out at our Occupational Health Unit, under strict protocols and confidentially. Any candidate who refuses to be screened will not be employed. Any candidate who tests positive for illegal drugs or unsafe levels of alcohol will not be employed.</p> | |