

Job Description Form

Applications Developer

Position Number: 16148	Classification Level: Level 5
Directorate: Corporate Services	Agreement: Public Sector CSA Agreement 2022
This Position Reports To: 12845 – Manager Library Applications Support team – L7	
Positions Reporting to this Position: Nil	

ROLE OF DIRECTORATE

Corporate Services supports the organisation in the areas of financial management and budget planning, human resource services and building management. Some information and communication technology services and human resources services, building maintenance services, payroll and financial processing are provided in collaboration with the Department of Local Government, Sport and Cultural Industries.

POSITION PURPOSE

Reporting to the Manager Library Applications support Team (LAST), this role contributes to the efficient and effective development of critical business systems across the organisation. The role designs and develops software application solutions across multiple platforms according to SLWA's enterprise architecture standards to meet agreed business requirements.

KEY RESPONSIBILITIES OF THIS POSITION

Role Specific Responsibilities:

1. Develop and implement the software coding, user experience, technical design, and development of significant aspects of in-house library applications.
2. Support business applications, resolving problems in a timely manner. These systems include (but not limited to) PHP, Linux, Windows Server OS, Unix, ASP.Net, HTML, SQL Server.
3. Write, test, develop and plan for the integration of systems, including test planning, with external and internal systems using appropriate tools and techniques.
4. Undertake change control and configuration management, including adherence to change management policy and practice improvements. Manage the application development requirements of system changes / enhancements from identification through to implementation / resolution including testing and test data preparation.
5. Support integration, testing and implementation of commercial-off-the-shelf (COTS) ICT application services as required.
6. Identify improvement opportunities to SLWA business systems, using research, analysis and reports on current system performance and usage.
7. Develop standards, policies, and procedures for new or enhanced systems.
8. Develop and foster effective relationships with team members, staff and essential stakeholders across a highly dynamic and collaborative environment.
9. Performs other duties as required.

Values and Behaviours

Your work habits and behaviour contribute to a harmonious, safe and productive work environment. Behaviours of State Library staff align with our values:

Community Focused	Provide high quality services based on community need.
Responsive	Make informed, timely decisions and communicate them clearly.
Respectful	Value others and respect their differences.
Accountable	Hold ourselves to account for the work we do.
Innovative	Strive for excellence by being open to new ideas and embrace opportunities for improvement.

Corporate Responsibilities:

- Models, promotes and demonstrates a genuine commitment to the Library's organisational values.
- Adheres to the Public Sector Code of Ethics and Library Code of Conduct.
- Acts safely and in accordance with the Library's Occupational Health and Safety Policy and Procedures.

WORK RELATED REQUIREMENTS

Applicants should be able to demonstrate their capability to meet the criteria below, which should be read in conjunction with the specific responsibilities of this position:

Essential:

1. Role Specific

- Demonstrated experience in the planning, development, coding, implementation, and support of business systems.
- Highly developed skills in the integration of systems and applications.
- Proven experience in the use of analytical techniques for the design and implementation of systems.

2. Shapes and Manages Strategy

- Demonstrated ability to identify opportunities and use initiative in implementing solutions.
- Demonstrated ability to develop workplans to meet strategic outcomes.

3. Achieves Results

- Proven high level of development and innovative problem-solving skills in a complex environment.
- Demonstrated ability to complete work within time frames and take the initiative to progress work when required.

4. Builds Productive Relationships

- Proven strong commitment to mentoring and encouraging colleagues and fostering a positive team environment.
- Proven ability to consult and share information with varying teams and seek input from others and ensure others are kept informed.

5. Exemplifies Personal Integrity and Self-Awareness

- Demonstrates professionalism, self-awareness, and personal integrity.

6. Communicates and Influences Effectively

- Proven high-level interpersonal and communication skills including the ability to liaise, negotiate and consult with a wide range of individuals with differing requirements.

Desirable:

1. Knowledge of library management and / or digital preservation systems.
2. Tertiary qualification in relevant field.

APPOINTMENT PRE-REQUISITES

Appointment to this position is conditional on:

1. Successful 100 point Identification Check
2. Right to Work in Australia
3. Successful Criminal Record Screening Clearance

SPECIAL CONDITIONS

Special conditions of this position:

1. Occasional out of hours and / or weekend work.

CERTIFICATION

The details contained in this document are an accurate statement of the responsibilities and requirements of this position.

Position Title: Director Corporate Services	Name: Pauline Vukojevic	Date: 29/10/2024
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