

## Job Description and Person Specification PHP Web Developer

### Job purpose:

As part of the Digital Team and working closely with the Digital Marketing Manager and Director of Marketing and Business Development in the development of SFE's website, the Web Developer will be responsible for the development, improvement and integration of current IT applications including Laravel applications, WordPress websites and integrations with Salesforce CRM, together with the development of additional systems, as required to suit future business needs. The role is also the direct point of contact for queries relating to external customer websites and applications.

This role also helps to support the IT Manager to maintain a high level of IT support to SFE staff, customers and visitors and works closely with key stakeholders to ensure ICT systems support the business strategy efficiently and effectively.

### Key responsibilities:

SFE's IT function needs to support all aspects of SFE's operational delivery, data management and security.

The post holder will be accountable for:

- Full stack web development, implementation, and improvement of IT software systems
- Implementation and maintenance of the company's digital infrastructure, including all aspects of cloud server administration including, managing internal multi-e-commerce websites, management of external client's websites and systems, bespoke applications and learning environments (e.g., Learndash)
- Work closely with the Digital Marketing Manager to drive effective use of internal systems and development of the SFE websites as effective marketing and sales tools
- Support external customers to maintain their websites and applications and deliver development requirements
- Managing API integration aspects of Salesforce CRM with website and portals.
- When required support the company's IT systems within the limits of requirements, specifications, cost, and timelines, including computers, servers, tablets, mobile and landline telephone systems

### Expected outcomes and impact:

- Develop and maintain a professional, organization-wide IT and systems
- Maintain organisational effectiveness, efficiency and productivity by maximising systems availability, reliability and functionality
- Provides timely response to user queries and acts quickly to minimise system downtime and maintain operational delivery activity

- Monitors trends in order to identify and recommend developments that would improve business performance
- Maintains quality service by establishing and enforcing organisational standards
- Maintains and develops professional and technical knowledge through participation in regular CPD activity
- Proactively contribute to the success of SFE through supporting the business in the achievement of its purpose and mission.

## Person Specification - PHP Web Developer

Factors	Essential	Desirable	Assessment Method
<b>Qualifications</b>		<ul style="list-style-type: none"> <li>Relevant degree or other applicable professional qualification, or equivalent experience</li> </ul>	CV Copies of relevant certifications provided before/at interview
<b>Experience</b>	<ul style="list-style-type: none"> <li>3+ years working as a Web Developer</li> <li>Software Application Design and Development (PHP, Laravel, MYSQL)</li> <li>Strong knowledge of WordPress CMS</li> <li>Cloud Server management and maintenance (Linux, Azure)</li> <li>Financial processes (procurement and managing suppliers/vendors)</li> <li>Experience consuming a REST API</li> <li>GIT source control</li> <li>Wordpress plugin development</li> <li>Knowledge of Learndash and WooCommerce plugins</li> </ul>	<ul style="list-style-type: none"> <li>Managing Office 365 environments, including user management, SharePoint, Email, Permissions, Security, Back Ups, Licences and Teams</li> <li>Knowledge of CRM especially Salesforce</li> </ul>	CV Interview
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>Excellent analytical and project management skills</li> <li>Excellent customer service &amp; interpersonal skills</li> <li>Strong organisational skills</li> <li>Proven problem-solving skills</li> <li>Prioritise, multitask and manage time effectively in a busy environment</li> <li>Incident management resolution &amp; progression techniques</li> <li>HTML, CSS, JS, PHP</li> <li>Laravel and Eloquent ORM</li> </ul>		CV Interview

<b>Personal Qualities</b>	<ul style="list-style-type: none"><li>• Innovative and self-motivated</li><li>• Proactive and solution-focused</li><li>• Ability to work flexibly and manage own workload</li><li>• Ability to work under pressure and meet deadlines</li><li>• Ability to work collaboratively with peers and senior executives, stakeholders and customers</li><li>• Ability to work effectively as part of a small team</li><li>• Self-motivated and able to work with a high level of autonomy</li><li>• High level of integrity, honesty and professionalism</li><li>• Ability to deal with people sensitively and resolve conflicts</li><li>• Seek advice and support when necessary</li><li>• Strong personal commitment to diversity and inclusion</li><li>• A willingness to share and embrace the charity's principles and values</li></ul>		CV Interview
---------------------------	---	--	--------------