

Senior Business Analyst and Developer



At Regent's University London, we have a bold mission of reimagining education, and we're looking for talented and passionate people to help us do that. We're ambitious, collaborative and curious in how we approach our work, each other, and the education we give our students. Nestled in the heart of royal Regent's Park, Regent's offers a premium experience for staff and students. We champion an environment that cultivates possibility for everyone in our community.

Job description

Position details

Job title:

Senior Business Analyst
and Developer

Grade:

I

Department:

Technology &
Transformation

Line Manager Job Title:

Head of Systems
Development

Job purpose

The primary purpose of this role is to develop system solutions to maintain and improve current business processes and deliver new business transformation projects, across the range of University business (HR, Finance, CRM) systems, alongside responsibility for the student record management system Tribal SITS.

Working with institution partners, the postholder will identify, lead and be responsible for the development of business solutions in support of the delivery wider University strategy.

The Regent's Way is a set of principles that guide our work and celebrate our unique offering – our strengths, our challenges and our commitment to continuous improvement.



Main responsibilities

1	Apply agile-oriented methodologies which are business-value driven to optimise existing processes and solutions and deliver new business transformation solutions in a number of environments.
2	Provide 1st and 2nd line of support for users and other team members and help troubleshoot issues relating to business systems such as, but not limited to, SITS/eVision, HR, Finance and CRM.
3	Assist the Head of Systems Development in designing and implementing an efficient architecture of low-code, integrated applications, business solutions and automation.
4	Conduct detailed analysis of user requirements for business transformation, documenting agreed functional specifications and non-functional requirements.
5	Lead on developing system solutions mainly, but not exclusively, in SITS/eVision, in collaboration with business users, using technical skills, best practices and business analyst techniques.
6	Review and test new systems functionality as released through projects, upgrades and software updates, providing support through user acceptance testing, and project release implementation.
7	Collaborate with the ITS team to assist in the development and maintenance of interfaces, including data mapping and data cleansing.
8	Stay up to date with the latest industry trends and technology developments around low-code solutions (e.g. MS Power Apps).
9	Contribute to the development and implementation of a low-code strategy and approach as one of many solutions to address a digital transformation agenda.
10	Produce system documentation to ensure end-to-end business processes are fully understood and documented.
11	Build and maintain effective and productive working relationships with colleagues, clients and third parties and support the University's values.
12	Actively seek to implement the University's health and safety policy, and give due regard to the health and safety of themselves and others when carrying out duties.
13	Actively seek to implement the University's equal opportunities policy and promote equality of opportunity in relation to the duties of the post.
14	To undertake any other duties that may reasonably be requested appropriate to the grade and responsibilities of the post.

Person specification

1. Position details

Job title: Senior Business Analyst and Developer
Grade: I
Department: Technology & Transformation
Line manager job title: Head of Systems Development

2. Person requirements

Job requirements	Assessment criteria	
	(e)ssential	(d)esirable
Qualifications & training		
A first degree or equivalent experience in Information Technology, Computer Science or a related field.	E	
Experience		
Experience of working in a formal project environment using agile methods.	E	
Experience in producing training materials and user guides, technical documentation, and process documentation.	E	
Experience of working with relational databases (e.g. SQL Server).	E	
Knowledge, skills & competencies		
Proven ability to interpret business requirements to develop an appropriate solution using best practices.	E	
Solid experience with StuTALK, including designing, implementing, and maintaining integrations between SITS and other enterprise systems.	E	
Demonstrable expertise in working with SAM as the Finance component of SITS, including configuration, troubleshooting and integration with institutional finance systems.		D
Ability to write/understand SRL Syntax and Tasking/Vistas for SITS/eVision development.	E	
Ability to use T-SQL, HTML, CSS and JavaScript.	E	
Understanding of the Microsoft low-code application suite (e.g. Power Apps, PowerBI, Power Automate/Flow).	E	
Understanding of the student lifecycle in UK HE.	E	
General attributes & personal qualities		
Combines strong understanding of business needs with technological capabilities.	E	
Agile-oriented approach to working as part of a project team.	E	
Customer focused – anticipates the requirements of the customer (whether they be internal or external) and meets those needs in a timely manner.	E	
Manages routine processes and procedures effectively, is highly organized, prioritizes tasks and meets deadlines.	E	

Excellent communication skills both verbal and written.	E	
Combines strong understanding of business needs with technological capabilities.	E	