JOB DESCRIPTION
Analyst Developer, School of Computing and Communications
Vacancy Ref: N2779

<table>
<thead>
<tr>
<th>Job Title: Analyst Developer</th>
<th>Present Grade: 6</th>
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<tbody>
<tr>
<td>Department/College: School of Computing and Communications</td>
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<td>Directly responsible to: James Livsey</td>
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<td>Supervisory responsibility for: N/A</td>
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**Other contacts**

**Internal:** Technical Managers, Business Development Team, Knowledge Exchange project team, Academic Staff, Project Support Unit staff, Students

**External:** Business Directors & Managers, Business staff and other key stakeholders, external business support staff, external suppliers.

**Major Duties:**
To contribute digital expertise and creative input as part of the Graduate Academy team and assist in the design and development of digital products and services for knowledge exchange project clients.

The following areas cover the main duties:

- Liaise with project clients to determine initial project plans and prepare proposals outlining aims and potential solutions to be developed via knowledge exchange projects.
- Work with Technical Managers, Academics and project clients to co-design concepts and solutions to be explored and developed during knowledge exchange projects.
- Working within teams, carry out analysis, research and development of data-driven digital products and services for knowledge exchange project clients.
- Work with student groups in the design and development of data-driven digital products and services for knowledge exchange project clients.
- Develop sound working relationships with project clients and provide ongoing client liaison and consultancy support throughout the duration of knowledge exchange projects.
- Develop an understanding of European Regional Development Funding (ERDF) requirements for eligibility, operational and auditing purposes as directed by the Technical Manager.
- Complete and maintain all relevant paperwork related to client projects in line with ERDF audit requirements.
- Maintain awareness of technical developments in the ICT industry and develop technical skills through self-learning (with mentor support) as a step towards a role in the digital industries sector.
- Develop project management understanding and abilities during the provision of knowledge exchange projects to clients.
- Attend beneficiary group sessions, either online or in person in order to assist attendees in exploring possible innovation project ideas and to inform attendees about the assistance available.

**Other Duties**
- To undertake any other duties appropriate to the grade of post as and when required by the Graduate Academy Manager.
This role is part-financed by the European Regional Development Fund