Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Digital Developer	**Grade**: PO3-PO5
Section: Digital, Data & Technology (DDaT)	**Directorate:** Change and Innovation
Responsible to following manager: Digital Development Manager	**Responsible for following staff:** N/A
Post Number/s:	**Last review date:** April 2026

Working for the Richmond & Wandsworth Better Service Partnership

We're Richmond & Wandsworth Better Service Partnership, the shared public service team for Richmond and Wandsworth Councils. Like any local authority, our role is to deliver the agenda of our elected members on behalf of the people who live and work in our part of the world. We deliver key services to our communities including social care, public health, children's services, housing and regeneration and environmental and community services.

Our joint workforce creates efficiency and resilience by bringing more creativity to the way we work, more objectivity and adaptability too, helping us deliver better services for all our residents.

We're here to help our communities thrive in a changing world, and to be there for the people who need us most we believe we need to keep adapting. That's why, at Richmond & Wandsworth Better Service Partnership, you'll be at the forefront of innovation in local government, and we'll invest in you and offer you opportunities to grow in a way only our unique organisation can.

Sensitivity: Official

Job Purpose

Specific Duties and Responsibilities

- Write clean, efficient and maintainable code to provide digital services.
- Build accessible and responsive web-based user interfaces and tools.
- Develop and configure Content Management Systems to improve the experience for editors and browsers alike
- Develop forms using the Better Service Partnership's online forms and process platform
- To work with complex datasets and interfaces to allow effective use of SSA data.
- To design and consume web services and APIs to allow integration between existing and new systems.
- Work on ad hoc digital development projects - from the planning and design through to delivery.
- Adhere to best practice with regards to modern web standards, usability accessibility and security.
- Provide on-going support for web applications developed by the Data and online Services team and appropriate vendors

Generic Duties and Responsibilities

- To contribute to the continuous improvement of the services of Richmond & Wandsworth Better Service Partnerships.

- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection, handling complaints and health and safety.

- To adhere to security controls and requirements as mandated by Richmond and Wandsworth procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems

- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.

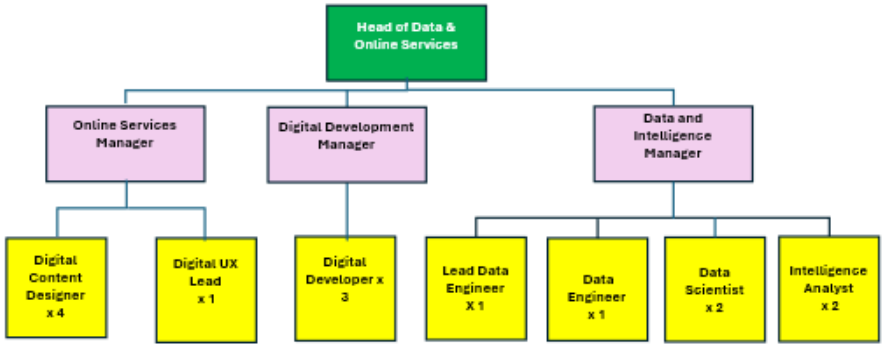
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the roles within the Councils.

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- The profile is not intended to be an exhaustive list of the duties the post holder will carry out. Other reasonable duties commensurate with the level of the post, including supporting emergency and priority situations, will form part of the role.

Additional Information

Team structure



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Person Specification

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Responsible to: Digital Development Manager	**Responsible for:** N/A
Post Number/s:	**Last Review Date:**

Our Values

THINK BIGGER

EMBRACE DIFFERENCE

CONNECT BETTER

LEAD BY EXAMPLE

PUT PEOPLE FIRST

Our Values are embedded across Richmond & Wandsworth Better Service Partnership and throughout all roles and responsibilities at all levels of the organisation. Please familiarise yourself with our values as they are an integral part of our recruitment and selection process.

Person Specification Requirements			**Assessed by A/I/T/C (see below for explanation)**
Knowledge	**Essential**	**Desirable**	**Assessed**
WCAG 2.2 accessibility standards	**Y**		**A/I/T**
Web application security, OWASP	**Y**		**A/I/T**
Project management methodologies	**Y**		**A/I**
Web usability and user experience		**Y**	**A/I**
Customer care principles and IT Service Standards (for example: ITIL)		**Y**	**A/I**
Experience	**Essential**	**Desirable**	**Assessed**
Developing and supporting websites and transactional web applications	**Y**		**A/I/T**

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Person Specification Requirements			Assessed by A/I/T/C (see below for explanation)
Configuring and administrating Web servers. (IIS/Apache)		Y	A/I
Working with APIs and web services (SOAP,REST,XML,JSON)	Y		A/I/T
Configuring and scripting Content Management Systems	Y		A/I/T
Developing and supporting online transactional forms systems		Y	A/I
Low code development tools		Y	A/I
Working with complex datasets to power solutions	Y		A/I
M365 Power platform		Y	A/I
Using AI tools to aid productivity		Y	A/I
Skills	**Essential**	**Desirable**	**Assessed**
HTML and CSS	Y		A/I/T
JavaScript and modern frontend frameworks	Y		A/I/T
ASP.NET and .NET technologies or equivalent for building scalable, secure web applications	Y		A/I/T
SQL and relational Database Design. (for example: MS SQL Server / MYSQL)	Y		A/I/T
Web form design and development		Y	A/I
GIT	Y		A/I
Umbraco CMS		Y	A/I
Qualifications	**Essential**	**Desirable**	**Assessed**
Educated to degree level or relevant industry experience	Y		C

A – Application form / CV
I – Interview
T – Test
C - Certificate

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