

JOB DESCRIPTION

Name of the Post: **First Officer (Web Developer and Development Environment Administrator)**

Reporting to: **Deputy Director, IMT Department**

Head of the ICT Solutions Development Unit

1. Purpose of the post

The Information Management and Technology Department (IMT) comprises the responsibility for Information Management and Information and Communication Technology (ICT). Some 100 staff in 3 out of 6 units is responsible for developing, delivering and maintaining information management and communication technology capabilities that ensure enhanced criminal information exchange between Member States.

The main purpose of the post is to develop web applications, mainly based on Microsoft technology. The selected candidate will also be involved in the support and maintenance of several existing DotNetNuke and SharePoint based portals and applications.

In addition the selected candidate will be responsible for the support, configuration and administration of the development environment for all projects, including the installation, monitoring and maintenance of the virtual server infrastructure.

The post-holder will collaborate closely with other members from the development team, the requirements team regarding the business requirements and use-cases, and the test team responsible for quality assurance.

The ideal candidate for this position is an experienced web developer, with experience and interest in being responsible for the management of an development environment.

2. Tasks and Responsibilities

The successful applicant will have to carry out the following main duties:

- Actively participate as a web developer during all phases of the development process;

- Support existing applications by providing 3rd level support, troubleshooting and corrective maintenance;
- Develop unit, integration, and performance tests;
- Elaborate and discuss different options for portal based solutions/improvements;
- Create and maintain technical documentation according to agreed standards;
- Manage and administer the development environment supporting the requirements of the entire ICT solutions development unit.

3. Requirements

3.1 General requirements (Art. 24 of the Europol Staff Regulations)

The post holder must:

- **be a national of one of the Members States of the European Union and enjoy full rights as a citizen;**
- **have an excellent oral and written command of at least two official languages of the European Union, including English;**
- **have fulfilled any obligations imposed on him/her by the laws concerning military services;**
- **produce appropriate character references as to the suitability for the performance of the duties;**
- **be physically fit to perform the duties;**
- **have a minimum of eight years of experience in software development of web based systems, and a minimum of two years in a similar position;**
- **possess a university degree (4 years) in computer science or equivalent.**

3.2 Specific skills and competencies required for the post:

The post holder must have:

a. Professional experience:

Essential:

- A minimum of five years experience with C# or VB.Net, ASP.NET 2.0, MS SQL Server and MS Visual Studio.NET;
- A minimum of two years experience with commonly used .NET based development frameworks such as DotNetNuke;

- Experience with developing custom solutions using SharePoint Server 2007 and SharePoint Services 3.0;
- Experience with tasks related to the management of a shared development environment, such as software configuration management, administration of development and test tools, support of the build cycle, technical environment configuration.

Desirable:

- Experience with iterative software development methodologies;
- Experience in the use of Visual Studio Team System development environment;
- Experience with the creation, administration and support of virtual servers using VMWare ESX;
- Experience with software configuration management methods and tools.

b. Professional knowledge:

Essential:

- Extensive knowledge of C# or VB.Net, ASP.NET 2.0, XML, MS SQL Server and MS Visual Studio.NET;
- Knowledge of DotNetNuke;
- Knowledge of SharePoint Server 2007 and SharePoint Services 3.0;
- Knowledge of virtual server technology, preferably VMWare ESX.

Desirable:

- Knowledge of Ajax;
- Knowledge of authentication and authorisation concepts including knowledge of single sign-on and security tokens;
- Knowledge of Microsoft solutions Framework methodology (MSF) or other iterative development methodology;
- Knowledge of an internationally recognised project management methodology;
- Basic understanding of networking concepts such as DNS, Load Balancing and Firewalls.

c. Technical skills and competencies:

Essential:

- Strong interest in the support, configuration and administration of the development environment for all projects, including the installation, monitoring and maintenance of the virtual server infrastructure;
- Demonstrated capability of understanding and describing complex IT systems including the main components and their interactions;
- Ability to quickly and effectively analyse, understand and troubleshoot existing applications;
- Ability to reach agreements and compromises among diverging stakeholders and competing requirements;
- Ability to effectively communicate complex technical matters to non-technical audiences;
- Ability to envisage and describe software solutions addressing complex sets of requirements.

d. Social skills and competencies:

- Excellent communication skills, both verbally and in writing;
- Ability to co-operate with other colleagues from different cultural backgrounds;
- Ability to co-operate with various agencies and units (internal and external);
- A high level of capability to organise and manage work, including the ability to cope with stress in relation to demanding tasks, heavy workload and time pressure;
- have very good team working skills;
- have high sense of integrity;
- have a constructive and positive attitude;
- have a high level of initiative, creativity and co-operation.

4. Salary

Scale: 6

The basic salary is EUR 5,736.61 (**tax deductions and social contributions within Europol amount to approximately 15 – 20 %**)

In addition, when relevant, family allowances can be granted:

- 5% of the basic salary – household allowance;
- EUR 284.20 (net) - per dependant child;
- EUR 926,77 (net) – expatriation allowance

Additional benefits (annual trip home, education, rent and other allowances, excellent health insurance, etc.)

Social contributions and taxes have to be deducted from the above mentioned amount.

5. Additional Information

5.1 Main dates:

Deadline for application: 25.06.2009

Recruitment procedure: 21. & 22.07.2009

Starting date of employment: as soon as possible

5.2 Contact Details:

Should you have further questions on the details of the above position, or should you require any guidance on completing the application form please consult the EUROPOL RECRUITMENT GUIDELINES on www.europol.europa.eu or call +31 (0) 70 302 5298 or +31 (0) 70 353 1628.
