

## Job description

<b>Job title</b>	Junior Database SQL Developer
<b>Division</b>	Quality Assurance & Compliance
<b>Career Level</b>	4
<b>Responsible to</b>	Data Integrity & Continuous Improvement Manager

### INTRODUCTION

Porton Biopharma Ltd, Porton Down is a medium sized company performing a range of production, quality and development roles within pharmaceutical production, process and analytical development, quality control and quality assurance. The Company carries out the manufacture of Erwinase® and Anthrax Vaccine as well as contract manufacturing projects.

### JOB SUMMARY

The position is based in the Quality Department where several key activities are undertaken to deliver compliance and continuous improvement across PBL.

The immediate team supports and develops business critical systems and includes: Database management and development, quality control systems and application administration (including system imaging and disaster recovery activities), administration of LIMS System, QC Sense Anywhere monitoring and Empower 3 System.

### Communication and key working relationships

#### Internal

- Other IT professionals at all levels
- Managers
- Development and Production
- Quality
- Validation
- Primary Engineering Contractor
- Safety

#### External

- Consultants
- Suppliers of hardware, software and services
- Maintenance organisations

## **MAIN DUTIES AND RESPONSIBILITIES**

Junior Database Developer, supported by the Database Manager, will be responsible for:

- delivering the migration of existing Access databases to SQL Server;
- ensuring the security of SQL databases are sufficient for PBL needs;
- the design and development of new database applications as required to support business activities;
- controlling and supporting Excel Spreadsheets including data corrections;
- maintaining code quality, organisation and documentation;
- supporting validation activities including writing/executing validation protocols for QC systems and activities;
- work in a collaborative manner with other IT colleagues to deliver tasks successfully;
- ensuring compliance with PBL policies and GxP regulations

The role will report to the Data Integrity & Continuous Improvement Manager.

### **Other**

The above is only an outline of the tasks, responsibilities and outcomes required of the role. You will carry out any other duties as may reasonably be required by the directorate.

The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the organisation.

### **Professional development**

You should pursue a programme of continuous professional development in accordance with any relevant professional registration or statutory requirements, while maintaining appropriate awareness of service provider requirements.

You should adhere PBL values and behaviors:

- Passion
- Respect
- Integrity
- Diligence
- Excellence in Execution (E<sup>2</sup>)

# Person specification

	Essential	Desirable
<b>Eligibility</b>		
Current, valid Right to Work in the UK	<input checked="" type="checkbox"/>	
A good standard of written and spoken English Language	<input checked="" type="checkbox"/>	
<b>Qualification</b>		
Educated to degree level or HND in a relevant subject or equivalent level of experience of working at a similar level in specialist area.		<input checked="" type="checkbox"/>
<b>Knowledge and experience</b> Experience as defined by type/level (not length)		
Knowledge of de facto standards and best practices for SQL	<input checked="" type="checkbox"/>	
Knowledge of limitations in SQL and workarounds	<input checked="" type="checkbox"/>	
Hands on experience of SQL server administration		<input checked="" type="checkbox"/>
Experience ensuring the best possible performance, quality and responsiveness of server databases	<input checked="" type="checkbox"/>	
An understanding of GxP requirements		<input checked="" type="checkbox"/>
Experience using MS Office Suite (Excel and Access)	<input checked="" type="checkbox"/>	
Experience with backups, restores and recovery models	<input checked="" type="checkbox"/>	
<b>Skills and capabilities</b>		
Design, build and maintain efficient, reusable and reliable code	<input checked="" type="checkbox"/>	
Proficient with Microsoft SQL Server 2014-16	<input checked="" type="checkbox"/>	
Proficient in writing and optimizing complex SQL statements	<input checked="" type="checkbox"/>	
Ability to develop web or form applications		<input checked="" type="checkbox"/>
Ability to communicate with other developers and team members	<input checked="" type="checkbox"/>	
Strong documentation skills	<input checked="" type="checkbox"/>	
<b>Equality and diversity</b>		
An understanding of and commitment to equality of opportunity and good working relationships, both in terms of day-to-day working practices, but also in relation to management systems	<input checked="" type="checkbox"/>	

Job description agreed with the post holder:

Employee Name:	Date:
Employee Signature:	

Manager Name:	Date:
Manager Signature:	