

Job title	Junior Systems Engineer		
Job family	Technology, Systems & Delivery	Band	C

Job purpose

Responsible for the implementation, integration, commissioning, test, and (in some cases) operation of systems against given designs.

Key responsibilities and accountabilities

- Deliver technology solutions that meet given specifications with review and mentoring by others in the team.
- Work, under supervision, with project, product and technical leads, contractors and manufacturers.
- Keep up to date with current and future broadcast technology trends and work with other members of the project team in order to encourage the adoption of technical innovation where appropriate in solutions. This includes maintaining knowledge of industry and competitor developments.
- Where required, responsibilities may also include elements of system operational development and support.
- Preparation of documentation to define solutions or configurations, including technical schematics and drawings.
- Assist the engineering team in the planning, design, development, integration, commission and test of systems.
- Take ownership of specific small elements of projects and meet time, cost and quality targets for their delivery.
- Testing of new installations, ensuring test logs/registers are kept up to date.
- Liaise with the project manager and project support staff to enable them to provide effective and informed reporting.
- Provide effective communication to stakeholders.

Knowledge, skills, training and experience

Essential

- Ability to learn quickly about media technologies and systems.
- Ability to prioritise and plan, working under pressure while maintaining high standards.
- Good communication (spoken, written, listening) and IT skills.
- The ability to develop and maintain a range of relationships with a wide set of stakeholders.

Desirable

- Knowledge of the media sector with an understanding of the pressures and demands of a fast-moving live or production environment.
- Knowledge or experience of working with media/technology tools (hardware and

- software).
- Awareness of web based integration technologies and database architectures.
 - Awareness of broadcast or datacentre infrastructure installations including power, environmental and space layout considerations.

Job impact	
Scope	
<i>Finance:</i>	<i>No budget responsibility.</i>
<i>Line management:</i>	<i>No line management responsibility.</i>
<i>Ad-hoc teams:</i>	<i>As required.</i>

Appendix

There may be sub-sets of the generic job described above which require additional technical skills. This appendix to the generic job description can be developed to cover such situations.

Additional job specific responsibilities and accountabilities
<p>Job Introduction</p> <p>BBC Technology Group provides the foundations for broadcasting - we keep the BBC's services on-air 24 hours a day, seven days a week. That means everything from transmission for TV and radio - enabling us to reach 97% of adults in the UK every week including the cameras, mixing desks, email and business systems for our world-class programme makers and staff.</p> <p>Working here means you'll be part of something genuinely special. We're different from other broadcasters. We're funded by the licence fee and guided by a unique set of principles and values. People know us and are passionate about what we do. You'll also be involved in things that are enjoyed by millions.</p> <p>The purpose of a Junior Systems Engineer in HR Product is to ensure that the BBC's SAP HCM within HR, Learning and Resource Scheduling meets business and technical requirements. The role will support the Senior Systems Engineers, Principal Systems Engineers and Systems Engineering Manager to provide system configuration, technical support and knowledge to key stakeholders, the business, service delivery and support business change functions ensuring dependencies and relationships between all associated systems are understood, maintained, and are communicated effectively.</p> <p>Role Responsibility</p> <p>As a Junior Systems Engineer for HR part of your role will cover the following areas:</p> <ul style="list-style-type: none"> • Configuration: supporting SAP config along with 3rd party configuration • 3rd Party Relationships: Supporting 3rd party partners and suppliers delivering application management services and projects including advice and guidance for our SI

partners.

- **Project Support** – Provide input into projects relating to HR, Learning and Resource Scheduling systems and support implementations and transitions into BAU
- **3rd line support** for HR products assisting 1st and 2nd line support teams.
- **Systems training support** – assisting change and communications team in creating training documentation and guide on the HR community communications of changes
- **Documentation** – Keeping documentation up to date
- **Testing** - To perform user testing of all issues, enhancements, and project functionality

Are you the right candidate?

Essential Skills and Experience:

- Knowledge of SAP HCM (Additionally if you understand our other products that would be a benefit like Winshuttle, Epi-Use, OpenText, Docusign and CoreStream)
- Understanding knowledge of HR Products and Processes
- Aspirations in working within a technical systems/environment
- Experience of having to communicate clearly with a range of people at different levels
- Understanding of security, access and authorisations
- Experience of providing a high quality service in a demanding customer service environment
- Solution orientated and problem solving
- Excellent written and verbal communication skills

Why you should come and work for us!

- *Excellent career progression*
- *Unrivalled training and development opportunities including SAP specific training and exclusive 1:1 training for certain functionality within SAP*
- *A vibrant digital community*
- *A variety of technical challenges*
- *Benefits - We offer a competitive salary package, a flexible 35-hour working week for work-life balance and 26 days holiday with the option to buy an extra 5 days, a defined pension scheme and discounted dental, health care, gym and much more.*

If this role sounds of interest to you and you have the above essential skills and experience, we cannot wait to hear from you, so apply at your earliest opportunity!