



Overview

Ogier is one of the world's leading providers of offshore legal and fiduciary services. The group employs 840 professional and support staff and has a presence in nine jurisdictions around the world, namely Bahrain, the British Virgin Islands, the Cayman Islands, Guernsey, Hong Kong, Ireland, Jersey, London and Tokyo.

Corporate and finance law and associated fiduciary services form the core of our business, principally in the areas of banking, corporate and commercial, investment funds, private client, real estate investment, and structured finance. At the same time Ogier is a full-service firm, with strong practices in the areas of employee benefits, employment law, litigation and property.

We also recognise that our business is a people business and we invest substantially in recruiting, training and retaining the best people to ensure that our clients have access to the highest quality offshore legal and fiduciary advice.

Values

Ogier is on a growth path. There is an essence about Ogier that defines us, makes us different from other firms: what draws clients to seek us out instead of our competitors and what makes us the best company to work for.

This special formula is a powerful aspect of Ogier that fuels our success and is an important part of our strategy. As we grow and become more sophisticated, more diverse, more successful and have many more people, we must harness and nurture these unique values to enable our growth.

TEAMWORK	We work together and support each other
RESPECT	We treat others as we want to be treated ourselves
QUALITY	We are all about the delivery of excellence in everything that we do
COMMITMENT	We do whatever it takes to make things happen
INTEGRITY	We act fairly and honestly in all that we do

Jersey

Jersey, the largest of the Channel Islands, is one of the world's major international finance centres. The successful combination of stability and reliability has kept Jersey at the forefront of global finance for almost half a century. Government determination to encourage high quality business to the island, and the support offered by the sophisticated and comprehensive infrastructure of laws and regulations, combine to promote investor confidence.

Jersey's status as a Crown Dependency gives the Island constitutional rights of self-government and judicial independence. This offers both businesses and investors the benefits of an independent international finance centre which is close to the UK and mainland Europe.

Job Description	
Job Title:	IT Development Analyst
Jurisdiction:	Jersey, CI
Department:	Ogier Group Services - IT Development
Responsible to:	IT Development Manager

Purpose of Job

- To provide support to the Development Team for the development, delivery and implementation of all software applications used throughout the Group
- To provide administration and day to day operational support to Ogier’s primary database application systems (eg. Microsoft NAV Dynamics, Microsoft CRM, Investran, Interaction)
- To assist in conversion, implementation, maintenance and development of new & existing applications
- To deal with the day to day helpdesk issues escalated to the development team.
- To manage and administer data management tasks such as imports / reconciliations / report production

Key Responsibilities

Key Accountabilities

- To learn and develop specific database applications
- To contribute to the development of all database applications
- To develop a full understanding of all database applications
- To develop report writing and SQL programming skills
- Collaborating with the Training department to develop Ogier bespoke system training.

Data Management

- To contribute in providing one central point for Data Management within the Group
- To contribute to the management and co-ordination and validity of data

Project Management

- To support the IT Development Team’s project work by taking an active role in projects, or leading projects with experience.

Release Management

- To follow the IT release management procedures at all times.

Competencies

- Strong numeric skills and able to demonstrate and attention to detail
- Relevant IT qualification or be prepared to study towards obtaining qualification (Microsoft SQL MCTS)
- Strong transferable skills
- Experience of working within an IT change/release management environment is an advantage.
- Technical background and database / application support experience.
- For this particular vacancy, experience of working with the Sungard Investran Fund Administration package would be a significant advantage.

Department / Team

The IT Department at Ogier has grown considerably over the past 3 years as Ogier has made a significant investment in its IT infrastructure and resource.

The IT Team is now made up of more than 40 individuals that support Ogier's IT systems globally. The majority of staff are based in Jersey, with a handful or 1st/2nd line support staff based locally in some of Ogier's larger offices. The IT Team comprises of 4 sub-teams - Operations, Technical, Development and Business Analysis.

IT Development Team

This is a very busy team which deals specifically with the application support of Ogier's database platform. The team's time is split roughly equally between business analysis, technical development and day to day helpdesk issue escalation. Business analysis involves meeting with key business personal to discuss their requirements and creating a formal technical specification document to communicate the requirements to external developers. Technical development involves the provision of internally developed solutions within the existing application framework with reporting and SQL development.

Ogier is looking to recruit analysts to increase the size of the IT development team. The analyst role would suit individuals with a numerate and technical background looking to specialise in the database management / application support area of I.T.