minesoft
global patent solutions

Job Description - IT

POSITION: **Senior R&D Web Developer/Mathematician**

REPORTING TO: Director

MAIN OBJECTIVES:

To take on a high level of responsibility in a new role as an integral part of the IT team to maintain and develop Minesoft's Online Patent & Sci-Tech publishing / information knowledge products and services, as well as to provide technical support to staff and clients. This will involve programming for non-Latin languages such as Chinese, Japanese and Hebrew and a high level of fluency both written and spoken in one of these languages is required for this role.

Minesoft is a highly successful, 17 year old, privately-owned electronic publishing company providing scientific and technical information to many of the world's leading companies. Based in the Richmond area of South West London, it prides itself on being a multi-cultural company and won the Queen's Award for International Trade based on 'outstanding achievement in growing markets abroad'.

Key Responsibilities:

- To create and program advanced mathematical algorithms.
- To design and develop new software to cater for the non-Latin market

- Maintain and improve existing Minesoft products and services, and to develop new products and solutions based on customer and internal requirements.

- Provide technical support both internally and to clients

- Assist frontline customer service and sales staff in answering client queries and troubleshooting

- Test their own work and the work of others to ensure it meets requirements

- Ensure a professional image for the Company

- Occasional out of hours support work may be required

- Attendance at on-site client visits may occasionally be required

Person Specification

Qualifications	• First class Mathematics degree or post graduate qualification • In addition, a high level degree in software programming
Experience	• Extensive experience in advanced programming • Written and spoken fluency in a non-Latin language such as Chinese, Russian or Hebrew.
Technical Requirements	Essential: • Good knowledge of PHP • Experience of working with IIS • SQL Server experience helpful Desirable: • Knowledge of VB.Net or Classic ASP if not PHP • Experience of working within the Microsoft Windows environment
Other	Two references Excellent English language skills and clear spoken English verbal skills (to communicate effectively to non-English native speakers) Eligible to work in the UK Able to work M-F 0900-1730 Able to travel to work location

Role competencies	
Analytical Thinking	The ability to gather, understand and interpret customer information; simplify complex problems and see causal links.
Communication	The ability to express ideas clearly and ensure they are understood, adopting styles and techniques which are appropriate to the audience and the type of information.
Performance Orientation	The ability to set high standards and maintain the commitment, motivation and energy to achieve them.
Adaptability	The ability to modify ones behaviour as appropriate to changing circumstances; can maintain effectiveness when faced by changing environments or demands.
Team Working	The ability to work both independently and with others towards shared goals.
Time Management	The ability to effectively manage time and deadlines with prioritisation skills.
Other	Problem-solving skills Demonstrates good attention to detail Good verbal and written communication skills

Expected salary range for this role is from £37k to £50k per annum.