

**Position:** Graduate Trainee IT Technician/Developer.

**Date:** 5<sup>th</sup> December 2019

**Company:** Victoria Forms

We are looking for an IT graduate, or someone with exceptional IT skills.

**Initial Job Requirements:**

- Gain expertise in all aspects of Electronic Forms design using our specialised E-forms design package.
- Gain expertise in all aspects of our server application software.

**After gaining expertise and experience:**

- Assist in implementing technical E-form projects from design through to implementation and ongoing support.
- Contributing to writing code for a varied range of custom projects (typical examples - integration with CRM, data processing and document systems; ePayment processing).
- Server Setup and application maintenance.
- Support sales team in providing technical analysis of requirements of potential customers and partners.

**Technical skills required:**

Example skills required: HTML, JavaScript, SQL, ASP.Net (VB & C#), MVC, XML, Angular, Microsoft Windows Server

Note: We do not expect detailed knowledge of all of the above, but applicants must have a proven ability to master one or more comparable coding languages.

**The successful candidate will have:**

- Ability to learn all aspects of a sophisticated software application, gaining high level of expertise.
- To advise and work with a diverse set of customers, the successful candidate must be able to quickly gain a good understanding how they work and the challenges they face.
- Ability to gain advanced knowledge of the programming and server environments we work within.
- Sometimes working alone the candidate must show self-motivation, initiative and confidence in working without supervision.

- Convey a highly professional manner when dealing with customers in person, via email and over the phone.
- Have good standard of written English.
- Happy to work in a small team.
- Happy for occasional UK-wide travel.
- It is expected that the candidate is educated to degree level in an IT related area, or to have gained a high level of expertise in IT.

#### **Additional Information:**

- We are a growing IT company with a nationwide customer base.
- We have a pleasant office in the centre of Bury St Edmunds.
- Initial starting salary offered will be based on age and experience, in the region of £20k- £24k.
- The position has excellent career potential, in a rapidly innovating market, with a salary rising in line with the value added by the applicant.
- Start date to be arranged.
- 24 holiday days per year

#### **To Apply**

Send full CV AND covering letter through Indeed, or to:

Victoria Forms

Sentry House, Northgate Street Business Park, Northgate Street, Bury St Edmunds,  
Suffolk, IP33 1HP

Tel: 01284 701000

**Closing Date: 16/01/2020**