



Job Description

Post Details	
Job Title	Digital Innovation Engineer
Service	Digital, Data and Technology
Team	Digital Innovation
Location	Shute End
Reports to	Digital Innovation Manager
Responsible for	None
Grade	8
Contract Type	Permanent
Hours	FTC 18 months

Main Accountabilities	
1.	Undertake research, evaluation, and analysis of emerging technologies and digital solutions to support service improvement and operational decision-making, providing evidence-based recommendations to inform innovation activity.
2.	Support the identification and delivery of proof-of-concept and pilot initiatives, working alongside technical colleagues to explore the practical application of digital technologies such as AI, APIs, and Robotic Process Automation (RPA) to improve service efficiency and capability.
3.	Act as a technical adviser within projects, providing specialist input to colleagues, suppliers, and partners, and supporting the resolution of technical issues through collaborative problem-solving.
4.	Maintain up-to-date technical knowledge of relevant digital technologies, carrying out horizon scanning activities to identify opportunities that may support service improvement and digital innovation.





5.	Share technical knowledge and good practice with colleagues, promoting effective use of tools and technologies and contributing to the development of digital capability and confidence across the organisation.
6.	Work collaboratively with a range of internal and external stakeholders, including service teams, suppliers, and partners, to support innovation activity and ensure solutions align with agreed objectives and priorities.
7.	Contribute to technical feasibility assessments and risk considerations for new technologies, supporting compliance with governance, security, regulatory, and ethical standards in line with Council policies.
8.	Support the Digital Innovation Service Manager by contributing ideas and analysis to help identify efficiencies, savings, and opportunities for demand reduction through digital solutions.
9.	Assist in the preparation of technical documentation, reports, and presentations, helping to explain technical concepts in a clear and accessible way for different audiences.
10.	Apply creativity and flexibility in developing technical solutions, using agile and iterative approaches to support the development of prototypes and solutions that can be reused or extended across the Council where appropriate.

Person Specification	Essential	Desirable
Education/Qualifications	Degree-level qualification (Level 6) in Computer Science, Engineering, Mathematics, Science, or a related discipline or Equivalent professional qualification or Minimum of 5-7 years' relevant professional experience in a digital, data, or technology-focused role.	Knowledge of local government and, in particular, digital transformation, service improvement, and efficiency agendas within the public sector.
Experience	Experience using low-code or automation platforms (e.g. Microsoft Power Apps, Power Automate, Copilot Studio, or similar). Understanding of Robotic Process Automation (RPA) concepts and practical application.	Practical knowledge of some scripting (e.g. Python, SQL).
	Understanding of databases, business intelligence, and data analytics. Experience of working with data visualisation and data manipulation techniques.	Experience in data visualization and manipulation
	Knowledge of cloud infrastructure technologies (Azure, AWS)	Familiarity with networking and infrastructure technologies

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	Experience of deploying successfully, AI applications/services, automation and emerging technologies.	Experience with API development and integration Familiarity with geospatial technologies
Skills/Knowledge	Experience of contributing to proof-of-concepts, pilots, or projects within a programme of work or equivalent practical experience. Working knowledge of agile and lean delivery approaches.	Capability for rapid prototyping. Proficiency in agile and lean methodologies.
	Strong analytical and problem-solving capabilities	Innovative and creative problem-solving approach
	Understanding of business engagement and change, supporting the introduction of new technologies and ways of working.	Understanding of business engagement to support the introduction of new technology and processes.
	Technical feasibility assessment skills	Experience of risk identification and mitigation in a technical context.
	Strong experience of information governance and ethical use of AI	
	Excellent communication abilities and experience of translating complex technical concepts for diverse audiences	Experience with creating technical solution diagrams
Behaviours/Attributes	Can demonstrate commitment to continuous learning and current knowledge of technology trends	

Purpose Details	
Service Purpose	<p>The Digital, Data and Technology service is responsible for is responsible for the creation and delivery of the Councils Digital and Technology Strategy and fulfilling the digital ambition of the Council, including the adoption of technology to improve the customer experience.</p> <p>The Digital, Data and Technology service is made up of the following Service areas:</p> <ul style="list-style-type: none"> - Operational IT and Project Delivery, responsible for the delivery of end user technology and application services along with delivery of all technical projects. - IT Infrastructure, responsible for security, maintenance and optimisation of the Councils server and network estate that underpins the technologies the Council uses. - Digital Innovation, responsible for Digital delivery including development of the Councils CRM and in-house developed applications. Responsible for identifying and implementation of digital tools specifically with regards to Artificial Intelligence and Automation. - - Data Engineering and Science of the Councils data assets

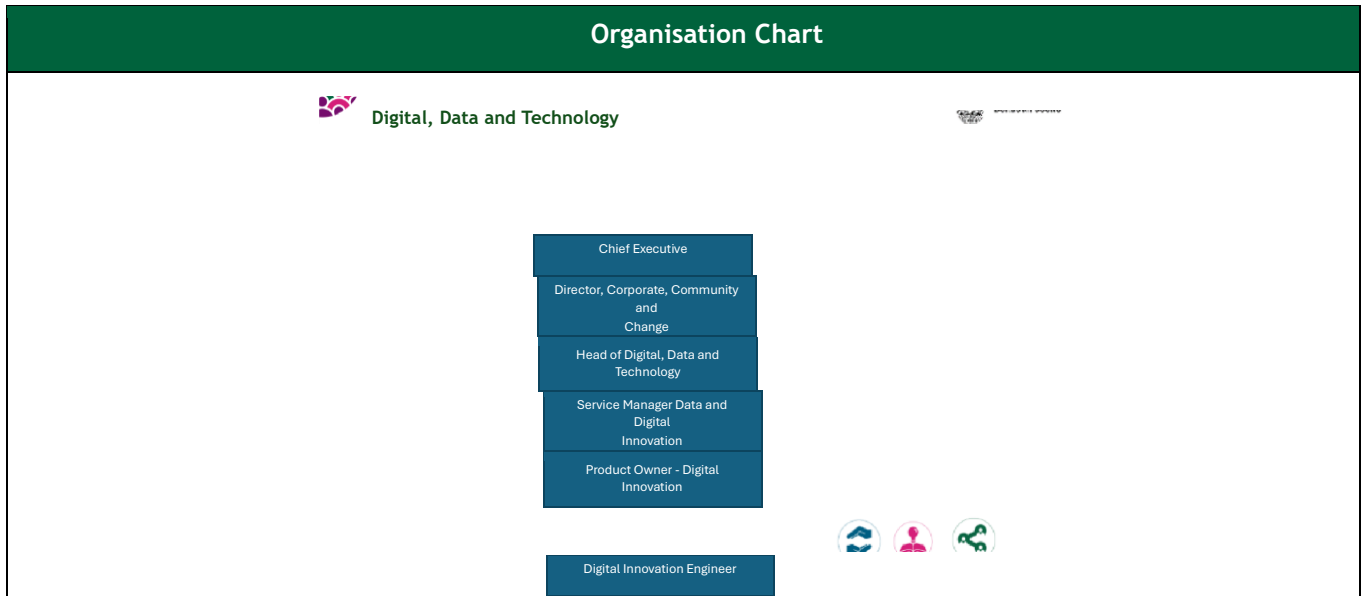
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Role Purpose	The Digital Innovation Engineer will support the delivery of the Council's digital innovation activity, with a focus on the practical application of emerging technologies and digital solutions. The role will involve researching and reviewing technological trends to identify opportunities that may improve operational efficiency and service delivery. The postholder will contribute to the development of proof-of-concept prototypes and pilot solutions, and support technical feasibility assessments to help evaluate the suitability and viability of potential technological interventions.
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Supervision and Relationships	
Supervision Received	This post reports to the Digital Innovation Product Owner and will receive strategic direction and general guidance.
Supervision Given	N/A
Contacts	This post will interact with stakeholders at all levels in the organisation.



Resources/Budget Management
None

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Special Requirements

Some work outside of standard hours may be required on occasion.

Occupational Health Risk Assessment	Details
Skin/Respiratory Sensitisers	N
Working at Height	N
Exposure to Noise (>80-85dB)	N
Confined Spaces	N
Frequent Display Screen Equipment Use	Y
Driving for Work	N
Hand Arm Vibration	N
Lone Working	N
Healthcare/Social Contact with Patients	N
Blood Borne Viruses Exposure	N
Food Handling	N
Working with Animals	N
Specialised Medical Screening	N
Night Working	N
Safety Critical Work	N

Nature of the Role	Details
Healthcare or Hospital Work	N
Working with Children (under 18)	N
Working with Elderly/Disabled Adults	N

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Work Environment Details	<Provide location/work setting details>
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Role Involvement	Details
Working with Children	N
Working with Vulnerable Adults	N
Both of the Above	N
Providing Care/Supervision for Children	N
Providing Care/Supervision for Vulnerable Adults	N
Both of the Above	N
None of the Above	Y

Disclosure and Barring Service (DBS)	Details
DBS Requirement	N/A
Eligibility Tool	Find out which DBS check is right for your employee - GOV.UK (Find out which DBS check is right for your employee - GOV.UK)

Re-checks
None.

Evaluation Declaration	
Date of Evaluation:	March 2026
Evaluated by:	HR Team

