IMPERIAL

Power Platform Developer

Department/Division/Faculty:	Education Systems and Delivery Team, Faculty of Engineering
Campus/Location:	South Kensington Campus
Job Family/Level:	Professional Services, Level 3b (Salary scales)
Responsible to:	Education Systems and Delivery Manager
Line management for:	N/A
Key working Relationships (Internal):	Education Systems and Delivery Team, Ed Tech Learning Design and Innovation Team, Faculty Education Office, Academic & Administrative staff across FoE departments and Faculty centre, ICT, Communications Division. Vice-Dean for Education, Faculty Data protection Officer
Key Working Relationships (External):	N/A
Contract type:	Full Time, Open Ended

Purpose of the Post

Imperial College London is the only UK university to focus entirely on science, engineering, medicine and business and our international reputation for excellence in teaching and research sees us consistently rated a top 10 university worldwide. The Faculty comprises of ten departments and, across all levels of study, has in excess of 10,000 students. This requires a high level of support and collaboration from our Ed Tech teams.

The Education Systems and Delivery team works alongside the EdTech Learning Design and Innovation team to provide high quality support that enhances the educational and operational experience of staff and students.

Based in the Education Systems and Delivery team, the Power Platform Developer will represent the data needs and requirements of the Faculty and department education and business teams. You will be responsible for managing and supporting the use of Power Platforms and Microsoft 365 applications – identifying opportunities to improve processes and workflows, gathering requirements, building and optimising data flows and models, and designing and implementing solutions.

The post holder will work to coordinate, plan and support digital tools and databases, improving the ways in which we collect, process, integrate and report on information. This will include documenting all

integration processes, and facilitating innovative collaborative working, process automation, and efficient information sharing and engagement across the Faculty. The postholder will also be expected to monitor and report on the use and requirements of data and information infrastructure across the Faculty to inform decisions about ongoing use.

This position will require expertise in Power Platform and Microsoft 365 applications (including SharePoint and Dataverse) and a strong customer-focused service to facilitate collaboration and enhance productivity across the Faculty.

Key Responsibilities

Projects and collaboration

- Work with colleagues across the Faculty to understand business processes; identify opportunities to improve existing processes, collect user and customer requirements, and map workflows.
- Produce clear and comprehensive documentation in the form of glossaries, process workflow diagrams, system guides, and user support for staff responsible for maintenance and use of digital collaboration tools, facilitating efficiencies of work and sharing of best practices across multiple department entities.
- Play an active role in other College Microsoft 365 projects to benefit the Faculty of Engineering and its departments.
- Communicate findings, insights, and updates on M365 usage and opportunities to non-technical stakeholders in a clear and understandable manner.
- Ensure all development work complies with industry design standards, relevant accessibility regulations (WCAG 2.2 Level AA), and data protection legislation (GDPR, DPA, and PECR).

Power Platform, SharePoint and Microsoft365:

- Identify and support custom business applications using Power Apps, including designing user interfaces, data models, and workflows and automations (Power Automate).
- Design and develop integrations between the Power Platform, M365, SharePoint and other systems, including third-party applications and databases.
- Gather Faculty data requirements and understand business processes to design and develop Power Platform solutions that meet stakeholder needs.
- Provide support and troubleshooting for custom solutions developed on the Power Platform.
- Collaborate with ICT teams and stakeholders to ensure alignment with the university's technology strategy and business goals.
- Have an awareness of new innovations in AI and Machine Learning and how these tools might benefit business processes.

Data flows, analysis and reporting

- Implement user journeys and integrations using Power Platform (including Power Apps, Power Pages, and Dataverse) and other Microsoft 365 applications.
- Extract, transform, and analyse data from Microsoft 365 applications to identify trends and insights, and interpret data, and report findings to inform decisions
- Develop and maintain Power BI dashboards and ad hoc reports to visualize data and communicate findings effectively.
- Ensure the accuracy and integrity of Microsoft 365 data (much of which is sensitive) through regular data cleansing and validation processes, and ensure that the Faculty adopts best practices for records management and information security.
- Collaborate with the Faculty Data Protection Officer to identify and resolve data protection risks.

- Undertake any necessary training and/or development and attend relevant meetings.
- Use online resources or attend conferences and seminars to network and follow the latest developments in the sector and keep technical skills up to date

Person Specification

Requirements Candidates/post holders will be expected to demonstrate the following:	**Essential (E)/ Desirable (D)**
Education	
A degree or equivalent qualification	(E)
Experience	
Demonstrable experience of using Microsoft Power Platform, particularly development of Power Apps and Power Automate workflows	(E)
Experience of using Dataverse to create tables and connections with Power Platform	(E)
Experience of gathering user requirements and presenting solutions and reports to senior stakeholders	(E)
Knowledge	
Good working knowledge of Microsoft 365 and Power Platform apps	(E)
Knowledge Power Fx for app logic, DAX and Power Query for Power BI reporting, and JSON for building advanced Power Automate flows	(E)
Familiarity with Microsoft Entra ID, role-based access control (RBAC), and data loss prevention (DLP) policies is required to develop secure and compliant solutions in Microsoft 365	(E)
Experience designing, implementing and supporting integrations between Microsoft Power Platform, Dataverse, Fabric and external systems	(D)
Good understanding of GDPR	(D)
Good understanding of user experience design principles	(D)
Microsoft Power Platform certification or equivalent (AB-400, PL-900)	(D)
Skills & Abilities	
Strong analytical and problem solving skills	(E)
Ability to understand and apply new concepts swiftly	(E)
Ability to apply knowledge creatively in new contexts, and to think beyond traditional solutions	(E)

Excellent interpersonal skills, including the ability to communicate confidently and effectively with a broad range of people, including senior management	(E)
Strong written communication skills, with the ability to produce clear and concise written material	(E)
Ability to work effectively under pressure and to respond to frequently changing priorities	(E)
Ability to work independently to manage and prioritise a diverse workload	(E)
Ability to work well as a member of a team, or on own initiative	(E)

Further Information

Please note that job descriptions cannot be exhaustive, and the post-holder may be required to undertake other duties, which are broadly in line with the above key responsibilities.

Our values are at the root of everything we do and everyone in our community is expected to demonstrate Imperial:

- Respect
- Collaboration
- Excellence
- Integrity
- Innovation

Employees are also required to comply with all Imperial policies and regulations.

We are committed to equality of opportunity, to eliminating discrimination and to creating an inclusive working environment for all. We encourage candidates to apply irrespective of age, disability, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender reassignment, sex, or sexual orientation. You can read more about our commitment on our webpages.

November 2026