



Job description

Haere mai

This job description is your go-to place for all the ins and outs of this role at Internal Affairs

Digital Preservation Web Engineer

National Library of New Zealand, Information & Knowledge Services

The purpose of the National Library is to enrich the cultural and economic life of New Zealand by collecting, preserving and protecting documents, particularly those relating to New Zealand, and making them accessible in a manner consistent with their status as documentary heritage and tāonga.

Preservation Research & Consultancy (PRC) is a business unit within the Content Services Directorate. It manages the Library's digital preservation programme, supports digital collecting for the published collections of the National Library and the Alexander Turnbull Library (ATL), and supports the delivery of digital materials via the Library's various delivery channels.

The primary purpose of the Digital Preservation Web Engineer is to define, implement and support the efficient acquisition of web based digital content subject to the Library's Legal Deposit legislation. This role is responsible for managing complex analysis, and implementation of a high quality web harvesting programme comprising design, development, configuration and management of web archiving systems including discovery and access services.

This includes harvesting via the Library's selective and whole-of-domain web archiving programmes and the design, deployment and implementation of mechanisms for storing, indexing and providing access (including data mining) to the web collections.

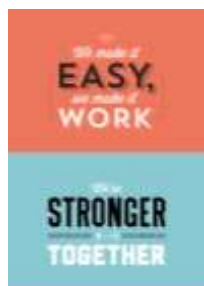
- **Reporting to:** Digital Preservation Manager
- **Location:** Wellington
- **Salary range:** \$82,682 - \$111,863

What we do matters – our purpose

Our purpose is to serve and connect people, communities and government to build a safe, prosperous and respected nation.

In other words, it's all about helping to make New Zealand better for New Zealanders.

How we do things around here – our principles



We make it easy, we make it work

- Customer centred
- Make things even better

We're stronger together

- Work as a team
- Value each other

INTERNAL AFFAIRS

Te Tari Taiwhenua

We take pride in what we do

- Make a positive difference
- Strive for excellence

Working effectively with Māori

Te Aka Taiwhenua – our Māori Strategic Framework – enables us to work effectively with Māori. We accept our privileged role and responsibility of holding and protecting the Treaty of Waitangi / Te Tiriti o Waitangi.

What you will do to contribute	As a result we will see
Develop workflows and processes <ul style="list-style-type: none"> Work with relevant colleagues in Content Services, the Alexander Turnbull Library and internationally to develop policy and processes for web archiving in building the Library's collections Develop strategy and specifications for the deployment of tools and infrastructure necessary for a fully featured web archiving programme Implement a coherent strategy for the seamless gathering, preservation and delivery of web collections Integrate data mining and data analysis tools and plugins for computational access to web data sets 	<ul style="list-style-type: none"> A world class approach to the gathering, preservation, dissemination and interrogation of web based collections reflecting the social, cultural, economic, research and scientific expression of New Zealanders Robust, scalable and stable mechanisms for harvesting and archiving web collections for the long term Staff involved in the web archiving programme being supported in the performance of their duties Policy and Process documentation developed and maintained
Knowledge sharing <ul style="list-style-type: none"> Work with web archiving colleagues to raise the overall capability of the web archiving programme including improving technical skills Participate in library-wide initiatives to build staff digital capability 	<ul style="list-style-type: none"> Increased staff capability and confidence in handling web based digital content
Health and safety (for self) <ul style="list-style-type: none"> Work safely and take responsibility for keeping self and colleagues free from harm Report all incidents and hazards promptly Know what to do in the event of an emergency Cooperate in implementing return to work plans 	<ul style="list-style-type: none"> A safe and healthy workplace for all people using our sites as a place of work. Health and safety guidelines are followed

Who you will work with to get the job done		Advise	Collaborate with	Influence	Inform	Manage/lead	Deliver to
Internal	Collection Development (Legal Deposit)	✓	✓	✓	✓		✓
	Digital Collection Strategy - ATL	✓	✓	✓	✓		✓
	Preservation Research & Consultancy	✓	✓	✓	✓		✓
	Technology Services and Solutions	✓	✓	✓	✓		
	Other business units as required	✓	✓	✓	✓		✓
External	Publishers and online content distributors		✓	✓	✓		

Who you will work with to get the job done		Advise	Collaborate with	Influence	Inform	Manage/lead	Deliver to
	Vendors			✓	✓		

Your delegations	
Human Resources and financial delegations	Nil
Direct reports	Nil

Your success profile for this role	What you will bring specifically
<p>At DIA, we have a Capability Framework to help guide our people towards the behaviours and skills needed to be successful. The core success profile for this role is Specialist.</p> <p>Keys to Success:</p> <ul style="list-style-type: none"> • Problem solving • Critical thinking • Interpersonal savvy • Navigating complexity • Communicating with influence • Technical and specialist learning 	<p>Experience:</p> <ul style="list-style-type: none"> • Experience working in an IT environment with specific emphasis on web framework technologies and protocols • Demonstrated experience in web archiving is desirable • building strong relationships and positively influencing others • Demonstrated technical expertise in a web context including HTTP, HTML*, CSS; strong UNIX/Linux skills; scripting with command line tools like Find, Grep and Awk; and application management (e.g. Apache HTTPD, Tomcat). <p>Knowledge:</p> <ul style="list-style-type: none"> • Knowledge of Internet technologies and how to traverse the Web – HTTP • Knowledge of core scripting and coding languages/techniques (Python, Javascript desirable) • Demonstrated understanding of the infrastructure and application layers underpinning web site development • Good working knowledge of storage and file system management • Good working knowledge of API development and maintenance • Experience (or knowledge of) semantic web, RDF, linked open data technologies • Experience working with time-based digital media (audio and video) desirable <p>Skills:</p> <ul style="list-style-type: none"> • Excellent communication skills, both written and oral • Proven ability to develop and deliver effective

Your success profile for this role	What you will bring specifically
	<p>solutions</p> <ul style="list-style-type: none">• Proven ability to work independently• Proven ability to achieve results <p>Other requirements:</p> <ul style="list-style-type: none">• A tertiary qualification in information technology or equivalent demonstrated experience