

## Salesforce Release Specialist

**Salary: £45,000 - £50,000 per annum depending on experience**

**Perm Full time - 35 hours per week**

**Hybrid Working – Home Based/Princes Risborough**

*We're Association for Project Management (APM). We're a professional membership organisation that sets the standards for the project profession. As a registered charity, we reinvest our surplus for the benefit of our members and the profession. We deliver education and develop qualifications. We conduct research and provide knowledge and resources. We run events and share best practice. We give people the opportunity to connect and provide community for our individual members and corporate partners, wherever they are. Above all, when doing so makes a difference, we challenge the status quo.*

### Job Role Overview

A fantastic opportunity has arisen for a Salesforce Release Specialist to join our team here at APM.

The Salesforce Release Specialist will be responsible for the technical delivery and operational integrity of changes to the Salesforce CRM platform. This role focuses on implementing and maintaining a robust release framework using Copado, including pipeline automation, version control, and deployment orchestration.

The specialist will lead the end-to-end release lifecycle—coordinating deployments, managing environment strategy, and helping to facilitate testing across Salesforce and Fonteva platforms. Additionally, the role provides technical support for Salesforce administration tasks to ensure platform stability, security, and scalability. Through expert configuration and adhering to best practices, this role enables the delivery of high-quality, secure CRM enhancements aligned with organisational objectives.

### Qualifications

- English to GCSE level
- Salesforce Certified Administrator
- Copado DevOps Fundamentals or Advanced certifications

### Experience and knowledge

- Salesforce Administration - hands-on experience managing users, permissions, custom objects, flows, and system configuration.
- Copado Administration - practical experience using Copado for managing deployments, pipelines, version control, and environment strategy.
- Release Management - experience coordinating and executing Salesforce releases across multiple environments, including rollback planning and change control.
- Version Control (Git) - experience using Git for managing metadata, resolving merge conflicts, and maintaining deployment history.
- Testing Facilitation - experience identifying testing needs and coordinating with QA or business teams to ensure readiness for releases.
- Cross-Functional Collaboration - proven ability to work with developers, admins, product owners, and business stakeholders to align on release priorities and timelines.

### Skills

- Copado Administration: Proficient in configuring pipelines, managing version control with Git, automating deployments, and overseeing environment management using Copado.
- Salesforce Release Management: Proven ability to manage release cycles, coordinate sandbox refreshes, and ensure compliance with change management processes.

- Salesforce Administration: Proficiency in user management, profiles, permission sets, custom objects, flows, validation rules, and basic configuration tasks.
- Version Control Systems: Familiarity with Git-based workflows and branching strategies.
- Communication: Able to clearly explain technical concepts to non-technical audiences
- Documentation: Skilled in creating clear and comprehensive release documentation and deployment plans.
- Analytical & Organisational Skills: Strong analytical thinking paired with structured organisation to manage complex tasks and processes.
- Problem-Solving: Adept at identifying and resolving deployment and configuration issues efficiently.
- Attention to Detail: Focused on accuracy in system configuration and change tracking.
- Time management and ability to prioritise tasks effectively

### **Why APM?**

We're Association for Project Management (APM). We're united in our aim to help project professionals around the world deliver better projects, setting the highest standards for the industry. Ask our people what's great about working here and the views are unanimous. You'll be joining a community that's friendly and caring. We believe that good communication creates a culture that's open and fair. We ensure everyone at APM, regardless of their role, has a voice and knows they'll be listened to and treated with respect. We see everyone as individuals and champion diversity and inclusion, both within APM and across the wider project profession. You'll work in a collaborative environment that's thoughtful, considerate and positive. You'll be supported by your team and across departments so, together, we meet the high standards we set ourselves.

**If you are interested in this opportunity and feel you have the necessary attributes, skills and expertise for the role, please send your CV and covering letter to e-mail: [recruitment@apm.org.uk](mailto:recruitment@apm.org.uk)**

**We reserve the right to close the vacancy once we have received sufficient applications, so please be advised to submit your application as early as possible**

**At APM we are open to talking about flexible working arrangements and reasonable adjustments please reach out to discuss further.**

### **Main benefits at APM:**

- 25 days holiday (excluding all public holidays). This increases after four years' service.
- Private healthcare and dental cover is available after completion of six-month probationary period. APM pays the premium for the employee. This becomes a 'benefit in kind'.
- Pension scheme offered in line with auto enrolment with up to 8% contribution from APM.
- Company sick pay scheme.
- Life assurance at four times the salary.
- Salary sacrifice schemes – pension, cycle to work scheme, additional annual leave (up to 10 days).
- Free parking on site.
- Employee Assistance Programme.
- Performance Related Pay (PRP) scheme. The discretionary bonus will take account of individual performance as well as APM's overall financial performance.
- One paid volunteering day per year.
- Hybrid/flexible working options are available dependent on job role. However, there is a requirement to come into the office 4 days per month.

