

JOB PROFILE FORM

1. JOB DETAILS

VERSION 1: 24/11/15

Title: **Senior Data Analytics Specialist**
Team / Division / Group: **Data and Analytics / ICT Strategy & Portfolio / Service Futures**
Current Incumbent/s:
Reports to (Name / Title): **Data and Analytics Lead**
Person Completing Form: **Swati Gupta**
Date of Completion: **Mar 2022**

2. JOB INFORMATION

While this information can be retrieved from existing position descriptions, this is an excellent opportunity to review and refine this information (note: any changes to the intent of the job should be discussed with the person in the role).

Job Purpose (50 words or less):

The Senior Data Analytics Specialist will be responsible for developing, implementing and supporting the Data Warehouse, Business Intelligence and Advanced Analytics solutions that integrate with various enterprise applications with the aim of providing insights with information to improve decision making.

Responsibilities:

- Ensure the Data Warehouse, Business Intelligence and Advanced Analytics solutions complies with IT Governance requirements
- Support and promote adherence to IM Governance principles and policies when designing solutions
- Gather Process requirements and translate into functional specifications
- Document business requirements using YVW Project Governance Methodology tools, templates and guidelines
- Assist process owners with the development and implementation of process dashboards and top down analytics and sundry advice.
- Provide input into the ongoing design, development, and deployment of business intelligence and analytical solutions
- Design and build best-in-class solutions that leverage the features and functionality offered by Business Intelligence technologies
- Ensure the delivery of outcomes are compliant with changing organizational and strategic goals
- Manage the delivery of all phases linking to Strategy and Architecture of Business Intelligence, Advanced Analytics and Data Warehouse
- Manage issues and resolve conflict between projects (within control) and escalate where required
- Manage the performance of the data warehouse and interfaces to core systems
- Patch Enterprise Analytics software as required in accordance with policy

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- Provide advanced analytical support and level 3 support as required
- Manage release and deployments into production
- Co-ordinate the delivery of Enterprise Analytics training for SME's
- Provide BAU assistance and support for SME's with report writing and analytics
- Work with DBA's to achieve the required infrastructure performance, disaster recovery, backup and restore solutions
- Develop and maintain close working relationships with internal and external customers and suppliers
- Identify and schedule resources to ensure work is effectively and efficiently undertaken
- Develop and maintain relationships with Process Owners across all management levels

3. PRE-EMPLOYMENT REQUIREMENTS

If hiring someone into this position what attributes MUST the incumbent have? i.e. qualifications, licenses, previous experiences, etc...

Qualifications / Certificates	<ul style="list-style-type: none"> • Tertiary Qualifications in an IT related discipline
Licenses/Tickets	<ul style="list-style-type: none"> • Knowledge of Agile Methodologies, Scrum, Kanban, XP, Scaled Agile Framework (SAFe)
Experience	<ul style="list-style-type: none"> • Demonstrated data architecture and dimensional data modelling experience including pattern-based data modelling techniques • 10 years' experience delivering Business Intelligence and reporting analytics solutions, data base technologies, programming, and technical architecture • Experience working with Oracle Analytics suite and ETL tools such as Golden Gate and Oracle Data Integrator • Strong Experience Data warehousing, Data lake architectures, Database platforms such as Oracle ,SQL, MS SQL etc. • Broad experience across a set of datastores (e.g. Azure Data Lake Store, Azure Blob Storage, Snowflake or similar cloud technologies) • Messaging systems (e.g., Apache Kafka, Azure Event Hubs, Azure IoT Hub or similar cloud technologies)
Other	<ul style="list-style-type: none"> • Ability to operate at a strategic & tactical level depending on business need • Capacity to set priorities & meet personal and team deadlines • Ability to use initiative & analytical approach to investigate problems & determine resolutions • Effectively manage conflicting demands of multiple tasks & deadlines through well-established time management skills • Use initiative & analytical approach to problem solving

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	<ul style="list-style-type: none">• Ability to manage stakeholders at a senior level through negotiation & influencing skills• Self-motivated & determined with the ability to work as part of a team• Ability to communicate effectively within a technical (IT) & business environment• Excellent stakeholder engagement & Communication skills
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4.

6. JOB SPECIFIC REQUIREMENTS

The Capability Framework defines common and core capability within the organisation. It does not seek to define every capability. For this reason, capabilities that are specialised or unique are not defined within the Capability Framework. This section is to capture and document these specialised and unique requirements.

- Implement innovative technology approaches for Business Intelligence, data warehouses and Analytics.
- Develop innovative customer solutions, focusing on customer value, data insights
- Assist process owners with the development & implementation of process dashboards & top down analytics
- Assist business owners and analysts in conceptualizing and validating Business Intelligence solutions that meet business requirements
- Manage the performance & releases of updates to the data warehouse
- Co-ordinate the delivery of analytics training for SME's
- Provide BAU assistance & support for SME's with report writing & analytics

7. RELATED JOBS

PEEPS will hold career path information for jobs within the organisation. This will feed into the PEEPS career and succession planning functionalities. For this job, consider what jobs within the organisation precede and proceed this from a career pathways perspective. Feel free to enter more than one job.

Role before (Name, Team, Division)	Senior Manager
Role after (Name, Team, Division)	Analytics Technical Lead

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