Data Engineer

Department:	Chief Operating Office
Division:	Modernisation and Digital
Reports to:	Senior Data Engineer
JE Reference:	COO245
Grade:	9 (8-9 Link)

Job purpose

The Data Engineerwill be expected to gather data which can be turned into useful business insights, which in turn will be used to optimise and improve the business offering. They will support conducting full lifecycle analysis from requirements gathering, to activities, to design.

Job specific outcomes

- Assist the collection, management, cleaning, abstraction and aggregation of data as well as manipulating and linking data sets alongside a range of analytical studies on that data to ensure that the government has a better understanding of their data.

- Identify trends and insights through the analysis of all government data in complex datasets to provide recommendations to inform key business decisions across the government.

- Collaborate, report, summarise and present data output conclusions in the most appropriate form (through visualisations and BI tools) to help enable departmental leads and users to inform better outcomes and decisions.

- Support on the effective use of information to support the objectives of the Information Governance function, including outcomes, data integrity, planning, software developments, projects, forecasting, investigations, assessments and risk management.

- Work closely with the Corporate Data and Information Manager to ensure that aims align to strategic objectives, progress is communicated and documents are of professional standard where required.

- Liaise with teams across the government to define data source reporting requirements, using specialist knowledge to help influence the improvement of data quality within reporting outputs and the data warehouse to ensure that the business' data analysis requirements are well understood.
- Develop, implement and maintain databases, data collection systems and other strategies to optimise data efficiency and data quality and improve data sharing and accessibility across the government.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisation chart
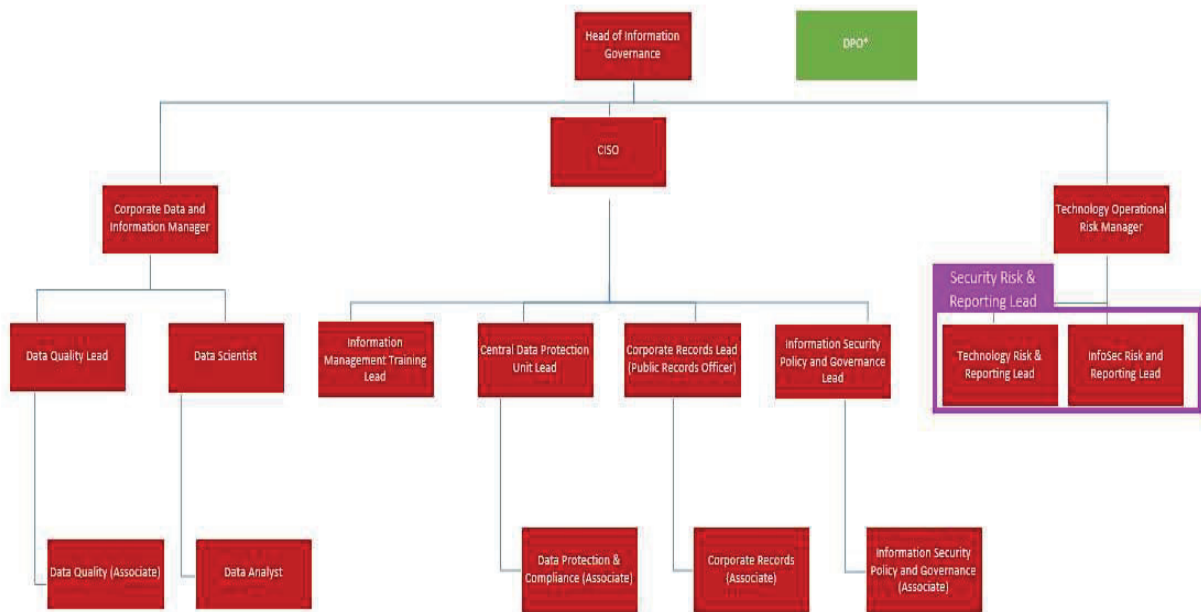
NB:
Data Scientist role renamed – Senior Data Engineer
Data Analyst role renamed – Data Engineer

Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications *Please state the level of education and professional qualifications and / or specific occupational training required.*	Educated to degree in a subject with a high degree of analytical or numerical content, or demonstrate such a level of equivalent qualifications and experience	
Knowledge *This relates to the level and breadth of practical knowledge **required** to do the job (e.g. the understanding of a defined system, practice, method or procedure).*	Knowledge of the data science and management discipline, with knowledge of system and business process development Familiar with commonly used data analytics tools and working knowledge of tools for example Excel, Power BI, SQL, Alteryx, Tableau, etc. Practical knowledge of current Data Protection (Jersey) Law and up to date cyber security standards	
Technical / Work-based Skills *This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.*	Data analysis Research and Reporting experience Ability to understand and use advanced features of Microsoft applications e.g. pivot tables, charts and databases (EXCEL); tables, forms, queries, reports and macros (Access). Strong Data Visualisation skills	0
General Skills/Attributes *This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to*	Proven ability to be able to communicate effectively verbally and in writing to all levels of stakeholders Must be in possession of security clearance or be able to obtain clearance	0

delegate, motivation or commitment etc.	within the first 3 months of employment	
Experience *This is the proven record of experience and achievement in a field, profession or specialism.* *This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).*	*Experience working on similar projects* *Experience of managing changing workloads* *Strong track record in stakeholder engagement and good communication of complex issues to different audiences*	*0*
Criteria relating to Safeguarding *Other requirements needed to confirm suitability to work with vulnerable people e.g. attitudes, skills, experience etc.*		