



<b>Post title</b>	<b>Data Engineer</b>
<b>Division / Section</b>	<b>Strategy, Data and Performance Team</b>
<b>Department</b>	<b>Chief Executive</b>
<b>Responsible To</b>	<b>Change &amp; Delivery Manager</b>
<b>Number of post holders</b>	
<b>Acting up/ Secondment</b>	<b>No</b>

### **Purpose of Job**

The Data Engineer will be responsible for designing, building, and maintaining our data infrastructure, ensuring the efficient and reliable definition, processing, storage, and analysis of large datasets.

The role is integral to the Council being able to create value from all the data it collects by leading the data engineering activities required to improve and combine data that will drive business improvement and support evidence-based decision Making

The Postholder will take a lead role in the development, management and use of our Data Analytics Platform (Microsoft Fabric) and they will manage the system administrators for Fabric

They will work with our team of Information Analyst and key stakeholders across the Council to deliver robust data services that support the delivery of a roadmap of data projects and data products in line with the Council's strategic priorities and outcomes.

They will have the expertise to ensure the delivery of high-quality data products that meet the needs of our stakeholders and enable effective decision-making.

They will also mentor and support our team of Senior Information Analysts to further develop their skills and experience of the key components of the Microsoft Fabric Platform

### **THE WHAT' – MAJOR TASKS AND JOB ACTIVITIES**

- Lead the design and implementation of scalable, efficient, and robust data pipelines to extract, transform, and load (ETL) data from various sources into and the Microsoft Fabric Platform
- Provide leadership to the business in automating its manual data flows and reporting processes, enabling their scaling up and repeatable use, working with leaders across the organisation to identify and elicit the benefits of speeding up and easing access to data.
- Be responsible for the line management the line management of the Fabric system administrator including allocation and prioritisation of workloads, staff development and performance management. Working collaboratively with our team of Senior Information Analysts to deliver data projects and mentor and support the team to develop their skills and use of the key components of our data analytics platform
- Lead the development and maintenance of data models, schemas, and structures that optimize data storage and retrieval for analytics and reporting purposes.
- Working with our Senior Information analysts and key service stakeholders to identify ways to improve data reliability, efficiency and quality
- Work across the Council to extract, clean, combine and store data in a way that allows it to be exploited and as an asset to help service delivery and decision making.
- Engage and collaborate with cross-functional teams, to understand their data requirements and translate them into technical solutions.
- Uphold data governance policies and standards, ensuring compliance with data privacy and security regulations
- Lead on documenting data engineering processes, workflows, and technical specifications to facilitate knowledge sharing and ensure reproducibility of analyses.
- Make significant contributions to data strategy, setting standards and leading the professional practice for data engineering.

#### **THE HOW - KNOWLEDGE AND SKILLS (E.G. CREATIVITY, INNOVATION, CONTACTS & RELATIONS, DECISION MAKING)**

- Degree in Computer Science, Information Systems, or a related field. or a combination of education and relevant experience
- Experience demonstrating proficiency as a Data Engineer or similar role, delivering data products and services such as data modelling, data schemas, warehouses and/or lakes.
- Communicating between the technical and non-technical: Communication across organisational, technical and political boundaries. Making complex and technical information and language simple and accessible for non-technical audiences
- Experience demonstrating proficiency working with multiple, complex data sets
- Experience demonstrating proficiency and able to give examples of successful, hands-on implementation of ETL processes and delivery of data pipelines into various data management architecture
- Demonstrating detailed skills in cleaning, integrating and scaling data sets and pipelines, and fixing problems in data sets
- Proficiency in programming languages such as Python, Java, or Scala, used for scripting and automation
- Experience of managing staff in a similar role

- Proficiency in using query languages such as SQL, Hive, R, with any ability to work with SQL and NoSQL databases
- Good working knowledge with data governance principles, data privacy regulations (e.g., GDPR, CCPA), and data security best practices.
- Experience with modern data analytics platforms (e.g. Microsoft Fabric) and data visualization tools (e.g., Power BI) for reporting and analytics purposes.
- Builds and maintains excellent working relationships with a wide range of people, gaining credibility at all levels, including partners and suppliers.

#### **ENVIRONMENT**

- Although the postholder may be exposed to some physical demands these will be predominantly within the range of normal office based activities.
- Although the postholder may be exposed to some adverse working conditions these will be predominantly within the range of normal office based activities.
- Although the postholder will have some requirement to take care in relation to the working environment, work activities and dealing with people this will not be more than the normal required of a council employee.

#### **SUPERVISION AND MANAGEMENT OF PEOPLE (NUMBERS AND TYPE OF STAFF)**

- The postholder will often have project management responsibility over other staff as appropriate. Particular projects, working groups and other tasks are likely to require the post holder to take responsibility for staff from other Council areas and/or external agencies, and to chair and manage project teams.
- The post holder will be expected to line manage four members of staff who will be designated as the Fabric system administrators. This will include 1 Senior Change and Delivery Officer (grade 8) and 3 Senior Information Analysts (grade 7)
- On a project basis the post holder will also be expected to manage relevant staff from within the Data and Performance team as required for the specific project. This will include Senior Change and Delivery officers and Senior Information Analysts.
- In this role, the post is expected to effectively and diplomatically advise Corporate Leadership Team, senior managers, managers and staff across the Council on key actions required to implement continuous improvement and key business decisions.
- The postholder should be visible, approachable and capable of building the trust necessary to secure the commitment of staff to change.

#### **RESOURCES**

- Support the management and monitoring of external consultants and contractors aligned to project delivery.

#### **HEALTH AND SAFETY**

The Council must abide by relevant health & safety and employment law, as well as the common law duty of care. All members of staff are required take care for their personal health and safety and that of others who may be affected by their actions or inactions. You are therefore required to carry out your duties in a safe manner in accordance with instructions and in compliance with safety rules/procedures, regulations and codes of practice. You are required to advise your line manager if you become aware of any unsafe practice or condition or if you have any other safety concerns and should comply with accident and near-miss reporting procedures.

If you supervise, manage or lead other staff, you are also responsible for ensuring that the Council's operations are carried out in such a way that ensures, so far as is reasonably

practicable, the health, safety and welfare of those staff and that of any others who may be affected. You will therefore conduct relevant risk assessments and assign duties with appropriate instructions, in compliance with safety rules/procedures, regulations and codes of practice. You will address and/or escalate any issues of any unsafe practice, condition or any other safety concerns you identify or that are brought to your attention, taking appropriate advice as necessary and will ensure that accident and near-miss reporting procedures are understood and complied with.