



## Position Description

<b>Position Title:</b>	Manager Business Data and Intelligence	<b>Classification Level:</b>	Level 7
<b>Position Number:</b>	30937, 32003, 8703	<b>Reports to:</b>	Assistant Director Business Intelligence & Analytics, Level 8
<b>Directorate:</b>	Service and Invest	<b>Supervises:</b>	Various
<b>Branch/Section:</b>	Inform and Improve / Business and Data Analytics	<b>Location:</b>	Perth Metropolitan Area

## Our Values

**Empathy**  
We listen and understand all perspectives and are fair, authentic and compassionate

**Clarity**  
We are clear on our purpose and role, and how we develop, inspire and improve

**Accountability**  
We act with integrity and courage, embracing our collective responsibility and honouring our commitments

**Respect**  
We treat everyone with dignity, recognise contributions, foster collaboration and value diversity

## Role Summary

The Manager Business Data and Intelligence leads an integrated team responsible for delivering end-to-end business, data and intelligence solutions that enable evidence-based decision-making, enhance organisational performance, and support whole-of-government objectives. This role oversees business engagement, requirements analysis, technical solution design, data modelling, dashboard and report development, and the adoption of date-driven insights. The Manager fosters a culture of innovation, flexible delivery, and continuous improvement while ensuring compliance with governance and quality standards.

## Responsibilities

- Leads a cross-functional team (Business and Technical Specialists) to deliver high-quality, customer focused business, data and intelligence solutions using a mix of contemporary approaches (i.e. Agile and MVP).
- Plan, prioritise and manage the development and delivery of business intelligence products, data models, dashboards and reports.
- Embed iterative delivery practices to ensure early value realisation and continuous feedback loops.
- Review business requirements and technical specifications to ensure clarity, completeness, and alignment with customer requirements and appropriate agreed delivery principles.
- Ensure traceability from requirements through to testing and deployment.
- Establish and maintain strong relationships with internal and external stakeholders to understand business needs and translate them into actionable requirements.



- Facilitate workshops and present insights to customers, effectively communicating complex data in a clear and meaningful way.
- Provide leadership in data management, modelling, cleansing, transformation, and integration practices.
- Oversee the design and implementation of BI solutions using tools such as Power BI and Azure Data Platform.
- Promote a culture supportive of innovation, transformation, and continuous improvement in business processes and data quality.
- Research and evaluate emerging technologies and methods to enhance intelligence and reporting capabilities.
- Champion data integrity, security, and quality practices across all solutions.
- Drive adoption of data-driven decision making and lift data literacy across the organisation.
- Coach and develop team members, fostering collaboration and professional growth.
- Demonstrate the values in all interactions to contribute towards a values-led organisational culture.
- Demonstrate the expected leadership behaviours and mindsets in the context of **Leading Others** Leader.
- Perform other duties as required.

### Essential Requirements

- Proven experience leading integrated teams delivering business, data and intelligence solutions in a complex environment using a mix of contemporary approaches (i.e. Agile and MVP).
- Highly developed skills in business analysis, business process analysis, requirements gathering, and stakeholder engagement.
- Strong technical knowledge of data modelling, data management, and business intelligence tools (e.g., Power BI, Azure Data Platform, Databricks).
- Highly developed communication skills, with the ability to present insights and influence decision makers.
- Highly developed knowledge of contemporary data analytics practices, governance frameworks, and data integrity principles.

### Desirable Requirements

- Possession of, or progress towards, a relevant tertiary qualification.

### Leadership Context

We believe all our people are leaders. We consider leadership to be critical to the success of the Department and the public sector and, to support this, we have adopted **Leadership Expectations**. This role operates in the **Leading Others** context. It is essential that you demonstrate the expected behaviours in the context of the role (additional detail provided in separate attachment).

- **Lead collectively:** Seek and build key relationships, work together, and focus on the greater good.
- **Think through complexity:** Think critically, work with ambiguity and uncertainty, assess solutions and impacts, and take calculated risks.
- **Dynamically sense the environment:** Be in tune with the political, social, and environmental trends that impact the work; understand and recognise the needs of others and leverage relationships for desired outcomes.
- **Deliver on high leverage areas:** Identify priorities, pursue objectives with tenacity and display resilience in the face of challenges.



- **Build capability:** Proactively develop others; share learning to promote efficiency and effectiveness; and champion diversity and inclusion.
- **Embody the spirit of Public Service:** Display empathy, compassion, humility and integrity, and a genuine passion for the work; demonstrate a responsibility to Western Australians; and work in the interest of the public good.
- **Lead adaptively:** Continuously seek to understand personal strengths and areas for improvement, be adaptive to change and adjust leadership style in different contexts.

### **Pre-employment Requirements**

Australian Permanent Residency is a minimum requirement for permanent appointment to the WA Public Sector. For a fixed term contract or casual appointments, applicants require a valid Work Visa for the duration of the entire term.

Appointment is subject to 100 point identification check and Criminal Records Screening clearance.

### **Certification**

Verified by: K. Pallotta, HR Consultant, December 2025

Classification Evaluation Date: K.Pallotta, HR Consultant, December 2025