



HSS REGISTERED

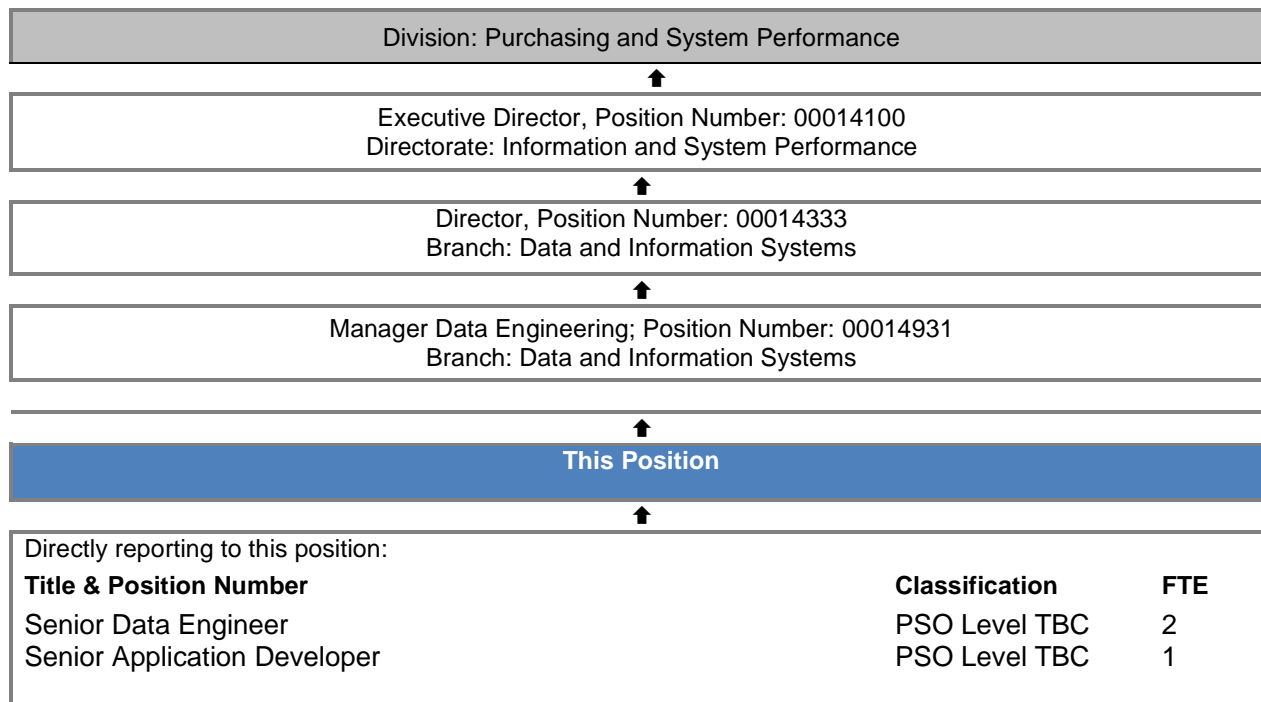
### POSITION DESCRIPTION

<b>Position Number</b>	00015147
<b>Position Title</b>	Team Leader Data Linkage
<b>Classification</b>	PSO Level 7
<b>Division</b>	Purchasing and System Performance
<b>Directorate</b>	Information and System Performance
<b>Unit</b>	Data and Information Systems
<b>Position Status</b>	Permanent
<b>Award</b>	Public Service and Government Officers CSA General Agreement
<b>Site Location</b>	East Perth

### ORGANISATIONAL ENVIRONMENT

<b>Our Vision</b>	A WA health system that delivers safe, high quality and sustainable services that support and improve the health of all West Australians.
<b>Our Mission</b>	To lead and steward the WA health system.
<b>Our Values</b>	Respect, Excellence, Integrity, Teamwork, Leadership

### REPORTING RELATIONSHIPS



## KEY RESPONSIBILITIES

The Team Leader is responsible for the leadership of a small team of data engineers who will manage one stage of the data lifecycle for all data maintained by the ISP directorate. They will lead teams to maintain one of the lifecycle areas such as data inputs, data quality, data transformation, data outputs, data architecture and data linkage, with a focus on data linkage.

The Team Leader ensures delivery and support of concurrent projects and systems, with a focus on providing innovative and high-performance data solutions, including data-driven application feeds, data integration and automated self-service functions. They will provide leadership on day to day tasks and lead the scoping, estimating, planning and execution of data engineering projects and will serve as a point-of-contact for questions about data structures, transformations, and quality.

## BRIEF SUMMARY OF DUTIES

*This section outlines the results and outcomes required of an individual in this position.*

**Employees are required to undertake all duties and responsibilities in accordance with Department of Health WA Code of Conduct, Policies/Procedures and relevant legislation.**

### Role-Specific Responsibilities

Designs, implements, and supports an analytical data infrastructure across the data lifecycle including data collection, transformation, quality, linkage and outputs, with a specific focus on data linkage.

Designs department-wide principles and workflow for data engineering.

Designs and implements computer code based data solutions according to business definitions, technical specifications, data dictionary, and data mapping requirements.

Explores, learns and advocates latest languages and technologies to provide new capabilities and increase efficiency to advance ongoing reporting and analysis processes, including automating or simplifying self-service capability and support for customers.

Leads data testing and quality assurance activities to maintain data integrity, by being able to identify and explain complex data quality issues via the design and implementation of automated testing functionality.

Ensures compliance with data governance and data security.

Leads a team that has ownership of end-to-end development of data engineering solutions to complex questions.

Leads a team responsible for data linkage across WA Health including the linkage systems, processes and architecture.

### Strategic Analysis, Management and Reporting

Ensures data collected and information provided to clients is robust, accurate and available in a timely manner.

Evaluates current data analysis strategies and works with relevant teams in developing recommendations and improvements.

Provides advice and supports work on data repositories, data management and extraction techniques, driving the development of innovative information dissemination/reporting solutions that utilise a range of emergent technologies and enable predictive, evidence-based decision making at all levels of the organisation.

### **Leadership**

Provides leadership support, training and advice to the team to ensure achievement of key deliverables.

Leads the delivery of transparent data engineering solutions, ensuring transparency of the data lifecycles and products to the Manager, other team leaders and stakeholders.

Works closely with and effectively influences other data engineering leaders to ensure the development of consistent technical standards and solutions.

Manages staff to ensure acceptable work practices are maintained with respect to confidentiality of patient records and other sensitive information.

### **Liaison, Representation and Stakeholder Development**

Builds and maintains positive working relationships with key internal and external stakeholders in order to maintain business knowledge, understand prioritisations and effectively liaise, consult, negotiate and collaborate to achieve these.

Contributes to effective consultation processes with stakeholders across the WA health system to ensure Department of Health data collections meet System Manager requirements and reform initiatives.

Liaises with the Manager Data and other technology teams to extract, transform, and load data from a wide variety of data sources using a wide array of languages and big data technologies

Interacts with IT and business users to understand requirements and produce solutions that deliver value to the business.

Understands the importance of and proactively champions the development, support and evolution of principles and procedures to ensure a consistent and positive experience for customers.

Maintains subject matter expertise in data linkage and provides associated advice on data linkage systems, processes and protocols to internal and external stakeholders.

Leads, participates in and/or supports working parties and project teams involved with associated projects.

### **Corporate Responsibilities**

Leads and inspires an environment of customer focus, excellence in delivery, high performance, and accountability within a team environment that values and recognises the contribution of all members.

Provides effective leadership with regard to corporate policies and procedures, models and ensures staff demonstrate expected behaviours, aligned with both departmental and broader public sector Codes of Conduct and legislative requirements.

Undertakes other duties as required.

## WORK RELATED REQUIREMENTS

Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.

### Essential Selection Criteria

1. Demonstrated substantial and current experience in the contemporary management of data across the full life cycle of storage, quality, transformation, integration, outputs and data architecture, within a large organisation with expertise in data linkage.
2. Demonstrated substantial knowledge and experience in contemporary data linkage techniques including techniques to optimise linkage accuracy and timeliness.
3. Demonstrated ability to lead teams and promote an effective collaborative working environment.
4. Well developed interpersonal, communication and negotiation skills to influence people in the achievement of objectives.
5. Demonstrated ability to establish and maintain positive working relationships with customers and other stakeholders across the organisation to execute strategy.
6. Demonstrated conceptual, analytical and problem solving ability within a complex and evolving technology and business environment.

### Desirable Selection Criteria

- Possession of Tertiary qualification in a relevant discipline
- Advanced knowledge and experience of data linkage methods such as blocking and matching
- Substantial experience writing scripts and programs for the analysis and manipulation of data (e.g. UNIX or PowerShell scripts, R, SQL, SAS, python, SSIS, Informatica)

### Appointment Factors

- Successful 100 point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity check.

## CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor	Director/Division Head
NAME:	NAME:
SIGNATURE:	SIGNATURE:
DATE:	DATE: