# Job Description Form – Data Engineer

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| **Position number:** | Generic | **Classification:** | Level 5 |
| **Division:** | Corporate Services | **Branch/section:** | Digital and Technology Services |
| **Reports to:** | 14367 Data Architect | **Direct reports:** | Nil |

## About the Department

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| Mission | Vision | Values |
| To lead the public sector in community – focused delivery with a high performing organisation and thriving workforce. | Western Australia is celebrated as the best place to live in Australia. | Respectful  Accountable  Responsive  Open-minded  Integrity |

## Context

The Corporate Services team includes human resources, payroll, business operations and digital and technology services. It helps the Department of Local Government, Sport and Cultural Industries to reach its mission to enable dynamic and inclusive communities and support the WA economy through effective regulation and the facilitation of outstanding sporting and cultural experiences and opportunities.

## Position purpose

Responsible for supporting the design, planning and implementation of data infrastructure. Ensures data platforms and pipelines are optimised, cost-effective, and secure. Works closely with cyber security, operations and application development teams.

## Responsibilities

1. Provides direction, guidance, data analysis and technical expertise to others.
2. Collaborates with stakeholders to understand business requirements and translate them into technical specifications for system designs and data infrastructure projects.
3. Develops standards, practices and solutions for data management.
4. Analyses data systems performance, identifies problem areas, and implements solutions.
5. Conducts feasibility studies and risk assessments to evaluate different data infrastructure options and recommend solutions.
6. Configures and optimises data platforms and pipelines for performance, efficiency, and cost.
7. Implements monitoring and alerting mechanisms for continuous operation of data infrastructure.
8. Ensures robust security measures in collaboration with cyber security teams.
9. Works with cross-functional teams to align data infrastructure initiatives with organisational goals.
10. Develops and maintains comprehensive documentation for datasets and data systems.
11. Assist in implementation of data governance and support users in aligning to good data governance principles and practice.
12. Reviews and improves working practices, system improvements, and continuity plans.
13. Provides input into business cases and project documentation for new technology systems or improvements.
14. Adheres to Work Health and Safety, Equal Opportunity and other legislative requirements in accordance with the parameters of the position.
15. Perform any other duties as assigned or necessary to support the objectives of DLGSC.

## Work related requirements

This section outlines the necessary minimum requirements, in relation to the knowledge, skills, experience and qualifications required to perform the duties of the position.

### Essential

1. Demonstrated experience in providing direction, guidance, and technical expertise in data infrastructure projects, including system design, configuration, optimisation, and monitoring.
2. Demonstrated experience in data analysis, statistics and data engineering and using contemporary programming languages and data processing tools to develop insights and contribute to continuous improvement.
3. Demonstrated experience in managing data integrity, and aid in fostering an organisational culture that aligns with good data governance principles.
4. Sound written communication skills including the ability to prepare presentations, reports, technical documentation and other materials tailored to the target audience.
5. Sound verbal and interpersonal skills with the ability to build productive relationships and effectively communicate technical concepts to diverse stakeholders at all levels.
6. Demonstrated capability to achieve deadlines, self-manage workload and manage competing demands simultaneously with attention to detail and quality.

### Desirable

1. Tertiary qualification in a related discipline.
2. Experience writing scripts and programs for the analysis and manipulation of data (e.g. UNIX or PowerShell scripts, SAS, R, SQL, SAS, python, SSIS, Informatica).
3. Experience using Microsoft Azure data tools e.g. Fabric, PowerBI, Synapse, Data Factory, SSIS, SQL, etc.

## Special conditions

Nil

## Pre-employment requirements

All department positions require a current Criminal History Check (National Police Certificate or equivalent) and 100-point Identification Check prior to commencement. 

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| Registration date | 13 September 2024 |