Homes England

Job Description and Person Specification

Job title: Senior Data Analyst

Directorate: Data & Analytics

Team: Data Analysis and Automation

Reports to: Head of Data Analysis and Automation

Direct Reports: 0

Financial Accountability: N/A

Job purpose

The postholder will be responsible for driving advancements in data analysis and automation space, offering technical expertise in enhancing automated reporting, data modelling, transformation, and visualization. The post holder will collaborate closely with cross-functional teams to improve systems and processes, translating business needs into technical reporting requirements. They will also engage in emerging initiatives around the new Data Platform. Key relationships will include working with analysts, engineers, architects, and frontline business users to transform requirements into practical data solutions.

Key accountabilities and responsibilities

- Lead the delivery of effective reporting solutions that support decision making across the agency, optimise automation, strive for consistency and deliver efficiencies.
- Determine, develop, and design technical solutions to both tactical and long-term MI reporting asks. Undertaking cost-benefit analysis, time and effort spent versus value gained.
- Work with wider Data and Analytical colleagues to take advantage of the emerging opportunities in cloud technology and data architecture, and to promote the use of self-service analytical capabilities across the business.
- Lead conversations with business areas to identify and understand reporting requirements
- Lead on and work with Data colleagues to ensure that data models and structures used are fit for purpose and follow agreed data standards, including clear documentation.
- Support the development of design standards and ensure these are integrated into delivery.
- Maintain, expand, and continually review the core data assets and environment, improving data governance and architecture.
- Identify issues with data quality or missing data, and work with system owners and other teams to help mitigate these to deliver robust automated reporting.

- Alongside other leads in the team, implement reporting design standards and best practice across Homes England. Empower the internal user community to be productive and efficient.

Key skills and knowledge

- Person Specification (E=Essential, D=Desirable)
- Proven experience working with large and complex data environments (E).
- Extensive experience of data modelling and visualisation tools – preferably using Power BI (including DAX and Power Query) and/or dynamics report writer (E)
- Data modelling, data cleansing and data enrichment skills (E)
- Able to translate business need into technical and reporting solutions (E)
- Quality assurance, validation, and data linkage abilities (E)
- Strong analytical skills with the ability to collect, organise, analyse, and disseminate significant amounts of information with attention to detail and accuracy (E)
- Evidence of adaptability; able to learn new technologies and methodologies quickly (E)
- The ability to understand and communicate with both technical and non-technical audiences (E)
- Good communication, presentational and interpersonal skills to promote data activity (E)
- Experience or background in a data or analytical discipline (i.e. data analysis, statistics, geospatial, economics, data science) (E)
- Ability to oversee work for a project (E)
- Experience of SQL, Python, R or similar languages (E)
- Familiar with metadata management and industry standards (D)
- Experience of working in an Agile environment (D)
- Experience of working with one or more of these cloud data environments; Azure or Dataverse for Dynamics (D)

Qualifications/Experience:

- 2+ years of experience working in an enterprise/data environment.
- Degree level qualification and/or appropriate professional qualifications/membership or equivalent working experience.

Homes England Employees are expected to be flexible in undertaking duties and responsibilities commensurate with the general character of the role and level of responsibility.

Homes England Values

Role model and live our values and behaviours in everything you do and celebrate successes through others.

Respectful
As the core principle, this runs through all our values and behaviours

Impactful
We combine our **commercial expertise with social purpose** to deliver value for money and maximise our positive impact

Accountable
We are **empowered to lead by example**, take responsibility for our actions and speak up for what's right

Innovative
We are **bold, creative thinkers** who embrace change, never stop learning and always look for a better way to do things

Inclusive
We **recognise and value everyone as individuals** and draw strength from our differences

Collaborative
We share information, align priorities, and use **our collective knowledge and experience to achieve great results**

enquiries@homesengland.gov.uk

0300 1234 500

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