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| Data EngineerData Strategy and Operational Products |
| Our purpose **Manaaki tangata, Manaaki whanau**We help New Zealanders to be safe, strong and independent |
| Our commitment to MāoriAs a **Te Tiriti o Waitangi** partner we are committed to supporting and enabling Māori, whānau, hapū, Iwi and communities to realise their own potential and aspirations. |
| ****Our strategic direction**** |
| **Mana manaaki**A positive experience every time | **Kotahitanga**Partnering for greater impact | **Kia takatū tātou**Supporting long-term social and economic development |
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| ****Our Values**** |
| **Manaaki**We care about the wellbeing of people | **Whānau**We are inclusive and build belonging | **Mahi tahi** We work together, making a difference for communities | **Tika me te pono**We do the right thing, with integrity |
| ****Working in the Public Service****Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āianei, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi. In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi.  We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work. |
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| The outcomes we want to achieve |
| New Zealanders get the support they require | New Zealanders are resilient and live in inclusive and supportive communities | New Zealanders participate positively in society and reach their potential |
| We carry out a broad range of responsibilities and functions including |
| * Employment, income support and superannuation
* Community partnerships, programmes and campaigns
* Advocacy for seniors, disabled people and youth
 | * Public housing assistance and emergency housing
* Resolving claims of abuse and neglect in state care
* Student allowances and loans
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| ****He Whakataukī\***** |
| Unuhia te rito o te harakekeKei hea te kōmako e kō?Whakatairangitia, rere ki uta, rere ki tai;Ui mai ki ahau,He aha te mea nui o te ao?Māku e kī atu,He tangata, he tangata, he tangata\* | If you remove the central shoot of the flaxbushWhere will the bellbird find rest?Will it fly inland, fly out to sea, or fly aimlessly;If you were to ask me,What is the most important thing in the world?I will tell you,It is people, it is people, it is people |
| **\*** We would like to acknowledge Te Rūnanga Nui o Te Aupōuri Trust for their permission to use this whakataukī |

## Position detail

Overview of position

The Data Engineer, works in a team to analyse, design, develop and maintain the MSD data warehouse and its assets. They work to ensure the team delivers on the following key result areas:

* Gather user requierments and feed them into data warehouse solutions
* Maintaining, supporting and monitoring the data warehouse platform
* Supporting production failures
* Production of data assets and information that are easy to analyse and support the Ministry’s direction
* Provision of self-service tools and reporting
* Enabling information sharing with other agencies
* Providing advice and estimates of work effort to internal and external customers
* Collaborating with others across the organisation to achieve common goals
* Analysis and design of data warehouse solutions
* Development and implementation of agreed solutions
* Operational and maintenance tasks
* Information stewardship
* Information sharing with other agencies
* Information hygiene management principles
* Work programme management
* Assist breakdown of work into features and stories
* Repond to outages and incidents including diagnostic analysis of fault and implementing a resolution

The Data Engineer will work within a team that follows a system development lifecycle (SDLC) through to implementation.

The position requires knowledge and ability in one or more of the following skill sets:

* SAS programming and administration or similar software
* Shell scripting
* Web based technologies
* System development lifecycle
* Agile methodologies and principles
* Data management
* Change integration
* Management information strategies and architecture

**Insights MSD**

Insights MSD is a group within Strategy & Insights with specific responsibility to develop and operate data and analytics capability, generate actionable insights, and provide tools to support decision making. The group’s focus is supporting people to make better decisions to improve New Zealanders’ lives, by making better use of data, information, and evidence.

Location

National Office, Wellington

Reports to

Manager Operational Products and Support

## Key responsibilities

Work Programme

* Complete all designated Data Warehouse code or application changes, enhancements from concept to implementation according to established process or with direction/consultation form senior team members
* Provide guidance to business customers for the effective delivery of IT Data Warehouse solutions to business needs
* Complete a change management process for all enhancements and changes to the Data Warehouse
* Ensure minimal disruption to systems as a result of changes
* Follow and use efficient and standardised processes across the full SDLC, maintaining effective relationships with interfacing process areas within and external to the team
* Ensure effective data extract, load and integration from designated systems to the Data Warehouse
* Assist with management of production issues and incidents to complete resolution communicating with relevant stakeholders
* Provide appropriate feedback to manager
* Contribute to other areas of the work programme as agreed with the Manager in accordance with the needs of the Ministry, professional areas of interest, and /or personal development plan.

Project Management

* Active participation at regular stand ups
* Participate in or lead projects or initiatives.
* Assist Managers through the project governance and planning processes as required.

Strategy Development

* Take complex ideas / concepts and identify / turn these into practical action, including obtaining engagement, commitment and buy in from relevant stakeholders.
* Undertake research, and analysis associated with key issues affecting the Ministry.
* Proactively identifying capability improvement areas to raise to the management team and develop effective solutions aimed at building capability.

Leadership

* Maintain a high standard of personal integrity in all matters, as required by the Ministry’s code of conduct
* Assist others across MSD to help build capability and share knowledge.

Relationship Management

* Build and maintain effective networks/relationships both within and beyond Insights MSD.
* Proactively deliver timely advice and highly professional support in accordance with established Ministry frameworks across the organisation.
* Identify common areas of interest emerging across stakeholders and proactively develop opportunities for collaboration.

## Embedding Te Ao Māori

* Embedding Te Ao Māori (te reo Māori, tikanga, kawa, Te Tiriti o Waitangi) into the way we do things at MSD.
* Building more experience, knowledge, skills and capabilities to confidently engage with whānau, hapū and iwi.

## Health, Safety and Security

* Understand and implement your Health, Safety and Security (HSS) accountabilities as outlined in the HSS Accountability Framework
* Ensure you understand, follow and implement all Health, Safety and Security and wellbeing policies and procedures

**Emergency Management and Business Continuity**

* Remain familiar with the relevant provisions of the Emergency Management and Business Continuity Plans that impact your business group/team.
* Participate in periodic training, reviews and tests of the established Business Continuity Plans and operating procedures.

## Know-how

* Tertiary qualification in a relevant discipline or equivalent operational experience.
* Experience in analysis of business and market data and public sector data.
* Knowledge and experience of data modelling, information architecture, and data warehouse platform architecture.
* Ability to translate information and analysis into outputs which are readily interpreted by highly operational areas and non-technical person's.
* Excellent IT skills with experience in SAS, complex data and analytics tools and technologies, or similar software.
* A good understanding of the policy development process, and of parliamentary processes and the workings of legislation.
* A good understanding of policy implementation and the issues likely to impact on it.
* Ability to manage multiple tasks and priorities, analyse complex problems and suggest appropriate solutions.
* Experience in investigating and analysing complex problems and reaching sound conclusions.
* Demonstrated ability to write to a high standard (clear, accurate, concise, appropriate to the audience).

## Attributes

* Strong partnership builder
* Exercises sound judgement and political sensitivity
* Highly effective communication skills
* Flexible, adaptable and pragmatic
* Strong client focus
* Business acumen
* Shares knowledge proactively
* Welcomes and values diversity and contributes to an inclusive working environment where differences are acknowledged and respected.

## Key Relationships

Internal

* Staff across Strategy & Insights MSD
* Staff and managers across the Ministry

External

* The Ministers Office
* Representatives of social sector agencies and government departments
* Social Policy academic communities within New Zealand
* New Zealand and social policy academic communities
* Networks with iwi, and Maori interest groups
* Local government and community groups

## Other

Delegations

* Financial – No
* Human Resources - No

Direct reports - No

Security clearance- No

Children’s worker - No

Limited adhoc travel may be required

**Position Description Updated:** July 2024