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| Graduate Data Scientist |

## About us

Our agency’s purpose is to shift the system using data and evidence, so that the system invests earlier and more effectively to improve the lives of New Zealanders.

### Our values – how we do things around here



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| **Tāngata** We’re about people | **Manawa Māui** We are a catalyst for change | **Taunakitanga**We influencethrough evidence | **Puaretanga**We’re transparentby nature |
| It’s about people. They will do better, sooner and for longer, when we partner with others to develop and deliver services. | We challenge the status quo constructively and seek better ways of doing things. | We use evidence to influence positive change for New Zealanders. | We will share what we’re doing, how we’re doing it, and what we learn |

## About 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.

## About the position

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| The purpose of this position |
| The Data Systems & Analytics team supports data and analytics capability for the social sector, by acting as an integrator through the provision of the secure data exchange and developing analytical methods and products to measure outcomes for social wellbeing.The Graduate Data Scientist supports the team to develop analytical/insight products and advice to help enable well-informed decision making by those engaged in supporting service delivery, developing policy, and monitoring departmental performance. |
| Team and location | Wellington  |
| Reporting to | Manager Analytics |
| Salary band | Band 12: $57,248 - $80,820Starting salaries are negotiated based on relevant skills and experience, with offers generally made between $57,248 - $67,350 . |

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| What you will do to contribute |
| **Data Modelling, Design and Analysis*** Conduct exploratory data analysis and visualisation to identify patterns, trends, and insights.
* Support the development, enhancement and maintenance of conceptual and logical data models that underpin the organisation’s data architecture.
* Analyse data and metadata requirements to enable the team to design, refine, or evolve data models that support effective data integration, governance, and reporting.
* Support the team to interpret data models into appropriate database schemas, ensuring compliance with organisational policies, standards, and best practices.
* Maintain documentation of data processes, models, and code.
* Contribute to the production of technical documentation, including data dictionaries, user guides, and best practices, to support the adoption and use of Power BI across the organisation.

**Quality and Performance Monitoring*** Track progress against agreed quality, performance, and delivery benchmarks to ensure outputs meet expectations and deadlines.

**Knowledge Learning*** Develop an understanding of business operations, processes, and strategies to ensure data systems meet business needs and contribute to organisational goals.
* Maintain up-to-date specialist knowledge of database concepts, object, and data modelling techniques.
* Apply specialist knowledge to support project delivery.
* Contribute to a culture of continuous learning and innovation within the data systems and analytics team.

**Stakeholder Management*** Build and maintain effective relationships/partnerships.
* Work proactively with key internal stakeholders and if required with external stakeholders and partners.
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| **Risk management*** Actively identify and manage role or practice level risks, including escalation of risks and issues when necessary.
* Ensure that analysis, data and information supplied is accurate and verified.
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| **Health and safety*** Take responsibility for meeting SIA’s obligations for workplace health and safety.
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## About you – what you will bring specifically

### Qualifications

* Tertiary qualification in data science, statistics, computer science, mathematics, or a related discipline

### Experience, knowledge & skills

* Proficiency in data analysis and modelling (conceptual, logical, and physical).
* An understanding of metadata management, data governance, and data quality frameworks.
* Experience with SQL for querying databases.
* Understanding of data visualisation tools (e.g., Power BI).
* Strong analytical and problem-solving skills.
* Clear written and verbal communication skills.
* Ability to work both independently and as part of a team.

### Characteristics

* Engaging others – connects with others, listens, reads people and situations, communicates tactfully.
* Achieving ambitious goals – committed and tenacious, ambitious.
* Curious – thinks analytically and critically, displays curiosity, mitigates analytical and decision-making biases.
* Honest and courageous – shows courage, shows decisiveness, leads with integrity.
* Resilient – displays resilience, demonstrates composure.
* Comfortable with ambiguity and ‘grey areas’ with the ability to navigate complex situations, adapt to change.
* Self-aware and agile – encourages feedback on own performance, can self-assess, adapts approach, shows commitment to development.
* Knowledge and understanding of Mātauranga Māori and tikanga.

### Capabilities

* Implements strategy – aligns their work with strategic objectives and SIA’s vision.
* Communicates clearly – tailors messages so they are clear, succinct, and resonate with their different audiences.
* Supports organisational performance – suggests and acts on opportunities to do things differently and improves processes to achieve gains in effectiveness and efficiency.
* Builds relationships – builds internal relationships by contributing to their team, working collaboratively with others across the organisation and taking an organisation-wide view. Builds external relationships and interacts effectively with customers and other external stakeholders.
* Inclusive – welcomes and values diversity and contributes to an inclusive working environment where differences are acknowledged and respected.
* Shows political awareness – displays an understanding of the essentials of how the government and the public sector work and ensures that written documentation and verbal presentations reflect relevant political sensitivities.
* Manages and delivers on work priorities – plans and organises self to deliver work commitments to required timeframes and quality standards.
* Develops others – shares own experiences and learning and demonstrates and teaches specific technical skills.

### Other requirements

* Willing to take on responsibilities (within limits) outside the prescribed position description.