

Technical Business Analyst

Grade

E

Contract Type

Home Worker

Head of Data & Business Intelligence



Data & Business Intelligence Business Partner



Technical Business Analyst



Direct Reports (None)

Department

Corporate Services



Data & BI

Role Overview

This role facilitates the capture of requirements, technical analysis and data modelling support for the Data and Business Intelligence (D&BI) function. Carrying out data discovery to establish the best source of data to meet business requirements. It also supports Data Governance (DG) and Data Quality (DQ) functions, including defining DQ rules, data lineage and technical metadata, across platforms including YHG core systems and the data warehouse.

RESPONSIBILITIES

- Work with YHG business areas to capture business data requirements, challenging where appropriate and translate into technical requirements with the relevant solutions design documentation.
- Carry out Data Discovery to support solutions design and to establish the required data points and the fitness-for-purpose of that data.
- Design and build prototype data sets in SQL Server and spreadsheet models to help ensure the validity of design and proposed functionality prior to delivery and performance tuning by data engineers.
- Input details of all final approved specification for products into the Data and Information Governance platform to provide guidance/reference for data engineers carrying out the development work.
- Define supporting processes require to ensure data related processes are in line with domain best practice, clearly defined/documented and published for stakeholders to understand and follow.
- In all interactions with business areas, promote a culture of data literacy and evidence-based decision-making throughout the organisation.
- Support data governance initiatives and issue remediation, including data quality, data management, and data lifecycle processes.
- Help to ensure data is accurate, consistent, and reliable by recording all data issues encountered during data analysis and data discovery tasks, proposing business/data quality rules to remediate such issues
- Develop, maintain, and enhance regular and ad hoc reports using SQL and other data analysis tools.

Our values



Honest & Reliable

We are authentic, open and dependable; and we do what we say we'll do.



Caring

We show kindness and consideration to our customers and each other.



Respectful & Fair

We listen to people, and strive for equity and inclusivity in all that we do.

Through our **passion** for housing, more **people** have a **safe** place to call **home**

- Carry out ad-hoc detailed data analysis using query tools to interrogate data in response requests for information or data from the business, working quickly and accurately when needed to ensure deadlines, often urgent, are met without sacrificing quality.
- Act as key contributor to the cataloguing and documentation of Data Assets and their lineage in the Data Governance platform.
- Populate the YHG Business Glossary and Data Dictionary to ensure all terminology and data relating to data products in use within the business are captured in the Data Governance platform

STRENGTHS

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| <ul style="list-style-type: none"> ✓ Appreciation of the importance of data as an asset, Data Governance / Data Management principles and how organisations use them to enable accurate analysis and insight services | <ul style="list-style-type: none"> ✓ Attention to detail, high standards of accuracy and the ability to deliver consistently in areas like data quality and technical documentation |
| <ul style="list-style-type: none"> ✓ Have a drive to provide solutions for business stakeholders that create real value, support strategy and delight users | <ul style="list-style-type: none"> ✓ Experienced in the full-lifecycle of data or Business Intelligence products, from inception to delivery and into post-implementation support |
| <ul style="list-style-type: none"> ✓ Prioritise consistency, standards and process-adherence, achieving these through data dictionaries, glossaries, documentation and change control | <ul style="list-style-type: none"> ✓ Excellent analytical and problem-solving skills, inquisitive and open-minded when looking at solutions or root cause analysis |

ESSENTIAL REQUIREMENTS

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|--|---|
| <ul style="list-style-type: none"> ✓ Qualified by academic qualification or qualified by experience - Proven experience in a role involving business analysis, data analysis, manipulation of data and interrogation of databases to identify sources of data to meet business requirements | <ul style="list-style-type: none"> ✓ Experience of the application of core data principles, such as data types, classification, integrity, consistency, and data structures, such as relational databases, ETL/ELT, datasets, APIs |
| <ul style="list-style-type: none"> ✓ Strong proficiency in T-SQL code-writing for ad-hoc data discovery, selection, extraction, transformation, and analysis purposes using Microsoft SQL Server Management Studio or similar. | <ul style="list-style-type: none"> ✓ Strong communication, stakeholder management and people skills, with the ability to convey data concepts or insights to non-technical stakeholders |
| <ul style="list-style-type: none"> ✓ In-depth experience in a business-facing role eliciting, capturing, challenging and documenting requirements for reports, dashboards and data products and processes | <ul style="list-style-type: none"> ✓ Proven experience in operating to data governance principles, carrying out data profiling and data quality management |

BENEFICIAL

- ✓ Experience in the social housing sector or a similar regulated environment.
- ✓ Use of predictive analytics tools and/or techniques to deliver predictive/prescriptive insights
- ✓ Degree in STEM subject or equivalent
- ✓ Understanding of GDPR and other data protection regulations.
- ✓ Familiarity with other data tools and programming languages (Microsoft BI Stack, Azure Synapse/Fabric, Collibra Data Governance, Informatica Data Quality).
- ✓ Relevant professional Certifications

Our values

 yourhousinggroup.co.uk

 [your-housing-group](https://www.linkedin.com/company/your-housing-group)

 [@yourhousing](https://www.facebook.com/yourhousing)

 [YHGTv](https://www.youtube.com/YHGTv)

 [yourhousinggroup](https://www.instagram.com/yourhousinggroup)

 [@Your_Housing](https://twitter.com/Your_Housing)



Through our passion for housing, more people have a safe place to call home