



Job Description

**Data Analyst
Professional 5A
Information Systems Services
Dublin City University
2 Year Fixed Term Contract**

Dublin City University

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

Overview of the department

The ISS Department is a central support unit responsible for providing a complete ICT service to the university's various schools, units, research centres and campus companies. In addition to working closely with all stakeholders across DCU to ensure quality service delivery, ISS is responsible for the university's extensive ICT infrastructure estate servicing our three academic campuses. For further information, please visit <https://www.dcu.ie/iss/>

Role Profile

Reporting to manager of the Project and Business Support team, the Data Analyst/Developer will assist the design and implementation of strategic data driven initiatives. Working with subject matter experts and a wider stakeholder group to design and implement innovative solutions across a Power BI reporting platform to assist with the achievement of ISS and organisation reporting objectives and data management.

Duties and responsibilities include, but are not confined to the following:

- Perform data mapping activities for the design and implementation of reporting and data provision.
- Provide guidance for stakeholders across the University regarding the analysis of data
- Inform stakeholders on the use of PowerBI reporting tools in both an optimal and secure manner and enable self-service reporting
- Using PowerBI to extract and present data in charts, tables, and other visualizations.
- Manage the production of documentation, perform user training and provision of learning resources
- Manage the relationship with external project partners to ensure acceptable service delivery and customer satisfaction
- Collaborate with colleagues across ISS in the identification of opportunities for maximizing the effectiveness of data provision and the modelling and management of data.
- Act as subject matter expert, providing ICT consultancy advice on reporting and data management
- Establish, develop and maintain productive working relationships with colleagues internal and external to ISS, discuss information and ideas to inform best practice with the provision of data
- Proven ability to produce detailed documentation to a high standard including the production of technical specifications
- Work with internal stakeholders and external vendors to ensure the successful migration of data from legacy systems to new systems.

Responsibilities may change over time and other duties may be assigned by the Director of ISS or his/her nominee.

Qualifications and Experience

Essential

- Primary degree level qualification (NQV Level 7) in Computer Science, Data management, engineering or related.
- 3+ years' software Data Analyst and migration experience, preferably including deployment and administration of large multiphase projects
- Sound comprehension of the cross-institutional dimensions of enterprise systems, data management, ICT infrastructure and the associated service delivery within a complex and highly devolved environment.
- Experience reviewing requirements, specifications and technical design documents to provide timely and meaningful feedback
- Significant understanding of major technological developments influencing data provision and management
- Proven capability to work under pressure and deliver benefits in a business-critical service environment
- In-depth knowledge and experience of:
 - APIs and related technologies,
 - Databases technologies and DBA skills,
 - Software development lifecycle,
 - Reporting using SQL and other command line technologies,
 - Data reporting tools such as Power BI and associated software stack.
- Significant degree of technical knowledge including practical understanding of:
 - Using databases and software tools to analyse and present data,

- Scripting/programming languages.
 - Data modelling, security and presentation
- Proven ability to produce detailed documentation to a high standard.
- Excellent communication skills, including ability to influence and liaise with staff at all levels and to resolve conflict.
- A flexible, adaptable outlook.
- A team player.
- Self-motivated, showing initiative and sound decision making.
- Committed to continuing professional development for self and others.

Desirable

- Knowledge of project design and management methodologies
- Working knowledge of
 - Reporting tools such as OBIEE;
 - Hosted cloud services (AWS or Azure) and associated infrastructure;
 - IT security, data compliance and Accessibility
- Experience with project management software