

Applications are invited from suitably qualified candidates for the following position

**Data Analyst
Professional 4 (P4)
Student Information System Programme
13 Month 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 Student Information System (SIS) Programme is a multi-year programme which has a key role to play in the advancement of the University strategic goals. Supported by the Office of the Vice-President Academic Affairs, DCU is currently in the process of implementing a cloud-based Student Information System (SIS) to enhance the experience of students and staff and facilitate operational excellence by leveraging technology and integrating systems.

Role Profile

Working as part of the SIS programme team and reporting to the Data & Reporting Delivery Lead the Data Analyst will have general responsibilities to support the programme delivery and specific responsibilities relating to activities covered by the Data & Reporting Delivery Stream.

Duties and Responsibilities

Please refer to the job description for a list of duties and responsibilities associated with this role.

Qualifications and Experience

The successful individual will have:

- At least 2 years' experience working with large data sets, and an ability to select, adapt, and apply appropriate quantitative and qualitative research design and statistical tools to provide meaning analysis and reports
- A degree or post-graduate qualification in a relevant subject area, which should ideally include a focus on data analysis, business intelligence, data analytics, data mining, management information
- Ability to understand data structures within business systems
- Experience with BI technologies (e.g. Tableau, Microsoft Power BI)
- Ability to work accurately and independently while meeting schedules and time lines
- Ability to work effectively and collaboratively across a number of different teams and locations.
- Excellent analytical and problem solving skills
- Excellent interpersonal skills - takes a consultative approach and is able to build relationships at all levels.
- Be a strong team player, with ability to work under pressure and to deadlines

Essential Training

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety, Data Protection (GDPR) **and all Cyber Security Awareness Training**. Other training may need to be undertaken when required.

Salary Scale:

Professional 4 - €39,939 - € 59,306 *refer to [DCU Payscales](#) for the applicable payscale.*

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

Closing date: Thursday, 10th August 2023

For more information on DCU and benefits, please visit [Why work at DCU?](#)

Informal Enquiries in relation to this role should be directed to:

Ms. Helen Mahon, SIS Program Director, Student Information System Program, Dublin City University.

Email: helen.mahon@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure:

Application forms are available from the DCU Current Vacancies website at https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check_logged_in=1

Applications should be submitted by e-mail with your completed application form to hr.applications@dcu.ie

**Please clearly state the role that you are applying for in your application and email subject line:
Job Ref #ST1886 Data Analyst**

Dublin City University is an equal opportunities employer.

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)