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## Role Mandate

Job Title:	Data Engineer
Function /CFBU:	Business Intelligence
Dimensions of the Job	
Reports to:	DataOps Manager
Location:	Head Office

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## Job Summary:

As a Data Engineer you will be an expert in the coding, ingestion, transformation, storage and supply of high quality data, and providing it accurately and on time to business consumers and BI developers. As part of a multi-skilled and dynamic team, ensuring that data and everything related to it is treated with the highest standards of care and attention; creating reports, routines, data stores, data objects and data flows that span the entire business.

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## Responsibilities:

### Key responsibilities:

- Maintain accurate data systems and technology at peak performance.
- Ensure the timely and accurate update and production of all data inputs and outputs.
- Create, update, and maintain data stores (e.g. SQL server, databases) including ETL / ELT, data ingestion, data marts, data flows, interfaces, standard reports, database objects, schedules, jobs.
- Responsible for data manipulation, integration, analysis, processing, structuring, and automation.
- Maintain the Data Dictionary, report register, ingestion log, output schedule and all data knowledge and documentation.
- Create, develop and maintain data processes, statistical process controls and continuous monitoring systems.

### General

- Demonstrates the Company's values and behaviours that drive business performance, customer and quality excellence and engagement of our people
  - Leading and building a high performing team that in turn adds value to the business in line with budget and relevant financial constraints.
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**Key Experience,  
Knowledge, Skills &  
Qualifications:**

**Key Experience**

- 2 years hands-on experience within a Data Engineering environment

**Core competencies / experience:**

- T-SQL / MS SQL Server / SSIS / SSRS
- ETL/ELT techniques
- Data: warehousing, normalisation, cleansing, integration, preparation and ana
- MS Excel

**Other technical skills / experience:**

- Python
- Power Shell
- VBA
- DataOps methodology and principles
- MS Access
- Power BI

**Other skills:**

- Problem solving
- Logical and critical thinking
- Emotionally and socially intelligent
- Highly conscientious, orderly and organised

**Qualification**

- A-level qualification in an IT or STEM field, or Microsoft MVP or equivalent
- Degree or HND in an IT or STEM field (Desirable)

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**Key Interfaces**

Analytics and Applications team  
Business SMEs

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### Drive Business Performance & Value Creation

*Creates value through economic action and establishes meaningful changes*

- realizes goals while considering costs, benefits and risks (goal and result orientation)
- shows commitment in achieving goals, even under difficulties
- searches for permanent solutions and takes responsibility for the results (solution orientation)
- thinks and plans ahead in order to achieve results
- maximises efficiency and effectiveness
- realizes set objectives at due date, quickly delivers results

### Dedicate Yourself to Customer Needs

*Bases his/her behaviour on internal/external customer benefit and thus supports business success*

- focuses on customer excellence, puts him-/herself in the position of the customer
- thinks the process back from the perspective of the customer
- gives priority to customer needs
- reacts quickly and appropriately to customer needs
- incorporates feedback in his/her decision-making processes
- aims at exceeding customer expectations
- actively contributes to build long-term and mutually beneficial customer relationships
- creates mutual trust by being reliable and fulfilling expectations
- meets the customer with respect and fairness
- anticipates customer needs and proactively develops solutions
  - encourages innovation and improvement

Business

Customer

### Strive for Quality Excellence

*Acts quality-conscious and continuously improves work Results*

- has knowledge of his/ her own area of responsibility
- acts responsibly and ensures his/her own quality of work
- demands a high standard of quality of him-/herself and others
- supports a quality which prevents rework and waste (cost awareness)
- works accurately and in compliance with guidelines and best practices (high level of detail)
- learns from mistakes and avoids them in the future
- aims to continuously improve workflow, procedures and products (process improvement)
- continuously improves the performance levels of her/his area of responsibility, corrects insufficient work results
- openly addresses problems and develops (in dialogue with colleagues/ supervisor) appropriate solutions
- is strong in implementation and assertive

Quality

People

### Lead and Engage

*Achieves high performance levels through clear and open communication and an inspirational and appreciative interaction with others*

- motivates self and others to excellence and continuous improvement
- communicates in a timely and precise way and encourages two way communication
- demonstrates team spirit and a sense of responsibility for mutual goals
- determines the direction for own team and ensures that goals and responsibilities within the team are clearly defined and monitored regularly
- actively promotes an organisation of diversity and cooperation (employee involvement)
- identifies and discusses emerging conflicts and supports to solve them
- acts in his/her function as a role model and conducts him-/herself with integrity and credibility
- makes quick and clear decisions, is decisive
- is honest, loyal and behaves in a responsible and respectful way (sense of responsibility)
- suits his/her actions to his/her words (walk the talk)
- embodies the values of the PHOENIX mission statement