



Star

## STAR ACADEMIES

*Nurturing Today's Young People, Inspiring Tomorrow's Leaders*

### DATA ENGINEER

#### JOB DESCRIPTION

##### JOB PURPOSE

Provide assistance and support in the management of the Trust's data and intelligence strategy.

##### JOB SUMMARY

1. Support the Trust's Head of Data to monitor and report upon the performance of the Trust and its schools.
2. Manage the development, implementation and maintenance of a Data Warehouse.
3. Work with the Data Team to ensure data is structured, modelled and accessible for analysis.
4. Provide support and training for all matters related to Data Warehousing.

##### KEY RESPONSIBILITIES AND ACCOUNTABILITIES

###### 1 Strategy

- 1.1 Support the Head of Data to develop and implement the overall data strategy and provide expertise in building data technology solutions in Azure.

###### 2 Data Planning and Delivery

- 2.1 Work with Data Engineering and Azure Data Services to develop and deliver a data warehousing facility for use across the organisation.
- 2.2 Develop training materials, including manuals, guides, and best practices, to help staff understand the Microsoft Fabric and Synapse architecture, querying methods, and data management processes.
- 2.3 Work with the Data Team to test, troubleshoot, and provide solutions.
- 2.4 Support the Head of Data with Research and Development.
- 2.5 Collaborate with the Data Team to identify, integrate, and manage key data sources within the Microsoft Fabric and Synapse environment.
- 2.6 Develop, support and maintain documentation and best practices for data management and tool usage within Microsoft Fabric / Synapse.
- 2.7 Maintain clear and consistent communication with the data team and other stakeholders regarding data source updates, process changes, and best practices related to Microsoft Fabric / Synapse.
- 2.8 Be responsible for ensuring the accuracy of data that resides within the Data Warehouse.
- 2.9 Maintain awareness of shifts and changes in the national agenda and liaising with outside suppliers to ensure the Trust's use of systems remain relevant.

### **3 Support**

- 3.1 Support the Trust schools in the interpretation and use of Trust procedures for performance reporting.
- 3.2 Support all Trust schools in their use of Azure and Management Information Systems.

### **4 Policy and Procedure**

- 4.1 Develop and maintain appropriate policies to support the Trust and its schools in implementing our data reporting strategy.
- 4.2 Support schools to ensure compliance with relevant statutory and regulatory requirements.
- 4.3 Manage the development and implementation of policies and protocols that ensure effective, safe and statutorily compliant approaches to data management across the Trust and its establishments.
- 4.4 Support data governance initiatives by establishing and enforcing data access controls, ownership protocols, and compliance with data protection regulations (e.g., GDPR).

### **5 Measurement**

- 5.1 Support the Trust's corporate performance framework by ensuring KPIs are relevant and maintained.
- 5.2 Assist in the development of reports to understand performance across a wide range of operational areas.
- 5.3 Provide regular reports on data pipeline performance, data quality metrics, and project progress within Microsoft Fabric and Synapse.
- 5.4 Optimise data pipelines for efficient ingestion, transformation, and storage of data within Microsoft Fabric and Synapse.
- 5.5 Manage and tune performance within the Microsoft Fabric / Synapse ecosystem, including optimizing storage and query execution to support the data team's analytical needs.
- 5.6 Write and optimise SQL queries to ensure efficient data retrieval and processing within Microsoft Fabric / Synapse.

### **6 Projects**

- 6.1 Support the Data Team in developing practices and processes to become a data driven organisation.
- 6.2 Support ongoing projects to transform our ways of working.
- 6.3 Provide project management support to all data related projects across the Trust in line with timescales agreed within any associated project plan, from initial conception through to implementation.
- 6.4 Stay current with emerging data technologies and methodologies, particularly within the Microsoft ecosystem, and advocate for their adoption within the team when appropriate.
- 6.5 Assist in automating data workflows and streamline repetitive tasks to improve efficiencies.

### **7 Other Responsibilities**

- 7.1 Must be present on and around exams results days to support the Trust's immediate performance reporting requirements.
- 7.2 Promote the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'.
- 7.3 Champion the Trust's values of 'Service', 'Teamwork', 'Ambition' and 'Respect'.
- 7.4 Contribute to the wider life of the Trust and the Star community.

7.5 Carry out any such duties as may be reasonably required by the Trust.

## **8 Records Management**

8.1 All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role. Employees are required to be conversant with the Trust's policies and procedures on records management.

*This appointment is with Star Academies. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Star Academies Contract'.*



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### PERSON SPECIFICATION

No	CATEGORIES	Essential/ Desirable	Assessed by:	
			App Form	Interview/ Task
<b>QUALIFICATIONS</b>				
1.	Educated to degree level within relevant discipline, e.g. computer science or equivalent Industry certifications such as: <ul style="list-style-type: none"> <li>Any relevant Azure qualifications</li> <li>Any relevant Databricks qualifications</li> <li>Any relevant Database/Datawarehouse qualifications</li> <li>Any relevant programming qualifications.</li> </ul>	E	✓	
2.	5 GCSEs at A*-C / 9-5 (including English and Maths).	E	✓	
3.	Evidence of continuous professional development.	E	✓	✓
<b>EXPERIENCE</b>				
4.	Working within an IT Sector with relevant experience of Data Management systems.	E	✓	✓
5.	Experience of working with Data Warehouse solutions within the Azure / Fabric / Synapse environment.	E	✓	✓
6.	Experience of working on IT related projects.	E	✓	✓
7.	Experience of providing data support to senior Leaders.	E	✓	✓
8.	Experience of using industry standard data management and analysis software (e.g. MS PowerBI or Tableau).	D	✓	
9.	Experience in data engineering and azure data services.	E	✓	✓
10.	Experience in coding and building ETL pipelines.	E	✓	✓
11.	Experience of working with ETL programming languages such as Python and Spark.	E	✓	✓
12.	Experience of modelling and structuring data and associated tables to optimise onward reporting.	E	✓	✓

No	CATEGORIES	Essential/ Desirable	Assessed by:	
			App Form	Interview/ Task
13.	Experience dealing with a variety of Stakeholders.	E	✓	✓
14.	Experience in engineering practices/processes.	E	✓	✓
<b>ABILITIES, SKILLS AND KNOWLEDGE</b>				
15.	Knowledge of national assessment and reporting requirements in relation to pupil and school performance within the Education Sector.	D	✓	✓
16.	Strong analytical and problem-solving skills.	E	✓	✓
17.	Stakeholder management (both internal and external).	E	✓	✓
18.	Knowledge and application of best practice principles in data.	E	✓	✓
19.	Knowledge of how data is handled and applied within an education context.	D	✓	✓
<b>PERSONAL QUALITIES</b>				
20.	A passionate belief in the Trust's vision of 'nurturing today's young people, inspiring tomorrow's leaders'.	E	✓	✓
21.	A strong commitment to the Trust value of 'Service'.	E	✓	✓
22.	A strong commitment to the Trust value of 'Teamwork'.	E	✓	✓
23.	A strong commitment to the Trust value of 'Ambition'.	E	✓	✓
24.	A strong commitment to the Trust value of 'Respect'.	E	✓	✓
25.	Commitment to support Star Academies' agenda for safeguarding and equality and diversity.	E	✓	✓
26.	Sympathetic to and supportive of the Mixed Multi-Academy Trust Model and ethos of the Establishment.	E	✓	✓