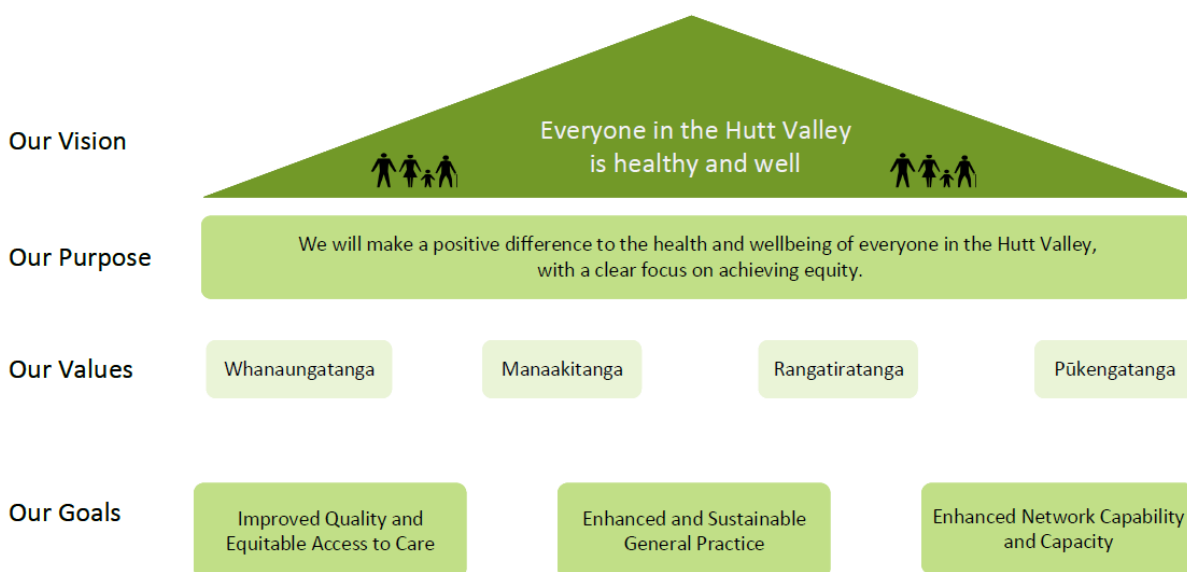




Job Description

Position title:	Data Warehouse Developer
Reports to:	General Manager, Knowledge Management
Direct reports:	Nil
FTE:	Fixed Term 12 Months 1.0 FTE, unless variation agreed by employer and employee
Functional Relationships:	Te Awakairangi Health Network management and staff General Practitioners, Practice Nurses and other practice staff Hutt Valley District Health Board staff Hutt Valley Community Health care and social care providers Other primary and community providers Staff of other DHBs and PHOs (as required)

Te Awakairangi Health Network



The organisation is located at 330 High Street, Lower Hutt and operates in various other locations around the Hutt Valley.

Treaty of Waitangi: Te Awakairangi Health Network is committed to Māori clients and stakeholders and ensuring service activity, development and implementation is undertaken in accordance with the principles of the Treaty of Waitangi – Tino Rangatiratanga, Equity, Active Protection, Partnership and Options.

Key Objectives	Performance Indicators / Outcomes
1. Set up of Azure data Warehouse	<ul style="list-style-type: none"> • Design of business intelligence environment and processes • Documentation of the Azure data warehouse data structures
2. Information and data analysis	<ul style="list-style-type: none"> • Provide input to the formal reporting for projects, programmes and services to meet regular reporting requirements • Extract and prepare appropriate data/information as required • Conduct exploratory analysis of available data sets, and design, develop and test complex queries to fulfill ad hoc data requests • Maintain data and information quality and integrity while ensuring that information is accessible to TeAHN management and staff to support their work • Prepare, to a high-quality standard, clear and comprehensive documentation of data including notes specifying sources, assumptions, and analytical tools applied • Provide analysis for TeAHN’s performance framework implementation • Provide data mapping documentation to support the implementation of the new Business Intelligence environment.
3. Information and data presentation	<ul style="list-style-type: none"> • Provide scalable, high quality reports, and dashboards that utilise the capabilities of Power BI and employ best practices in design and data visualisation. • Use creative problem-solving skills to move quickly from design to delivery of information products
4. Privacy and Security	<ul style="list-style-type: none"> • Always maintain the privacy and security of data, ensuring reports are sufficiently anonymised to prevent the identification of individuals • Ensure data is held within secure environments, moved out of the PHO environment only when necessary
Common Organisational Objectives	
5. Treaty of Waitangi, Māori, Iwi, Pacific communities	<ul style="list-style-type: none"> • Understands the provisions of the Treaty of Waitangi - partnership, protection and participation – and how they are applied in the health sector • Understand and contribute to the implementation of the Māori Health Strategic Plan and the Pacific Health Action Plan, or similar plans as developed by Te Awakairangi Health Network from time to time.
6. Accountability: <ul style="list-style-type: none"> ▲ Information ▲ Teamwork ▲ Safe practice 	<ul style="list-style-type: none"> • Follow established procedures for recording information and maintaining privacy and confidentiality • Demonstrates accountability for own actions • Act independently and also as a member of the multidisciplinary team • Work at the top of their scope and actively seeks to extend knowledge • Requests assistance when required
7. Health and Safety	<ul style="list-style-type: none"> • Ensures the safety of self and others at all times • Reports any health and safety concerns through to the appropriate people • Complies with policies, procedures and safe systems of work

<p>8. Contribute to the wider team within the organisation</p>	<ul style="list-style-type: none"> • Participate and work in ways that support the strategic direction and objectives of the Te Awakairangi Health Network • Contribute to the wider team to ensure that projects are managed, delivered on time and within allocated resources • Provide timely communication of any information that impacts on other team members • Participate in organisational meetings, team meetings, planning sessions, training and quality improvement initiatives • Work with the other members of staff to meet the objectives of the Business Plan, Māori Health Plan and Pacific Health Plan • Proactively supports the wider team to understand data and information management.
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Person Specification
<p>Skills and attributes required</p> <ul style="list-style-type: none"> • Knowledge and hands on experience in Azure data warehouse design • Hands-on experience with Logic Apps, Data Factory, and Azure SQL Database • SQL – intermediate level • Experience accessing and working with data from multiple sources <p>Communication</p> <ul style="list-style-type: none"> • Actively shares information, ideas and experience with others and works to lift the understanding of colleagues in interpreting health data and information • Works to build trusting relationships with customers and key stakeholders • Communicates sensitive messages or disagreements with tact and diplomacy. Treats people with respect and courtesy <p>Excellence Focus</p> <ul style="list-style-type: none"> • Produces data analytics that are accurate and relevant to the needs of the client, and that are provided in a timely manner and to a high-quality standard • Proactively manages conflicting demands to ensure delivery on time. <p>Problem-Solving</p> <ul style="list-style-type: none"> • Solutions and judgments are supported by reasoned analysis and take into account causes and consequences to provide innovative solutions that are focused on the needs of the client • Considers the wider implications of their actions and decisions. Balances taking a short and medium-term perspective. <p>Accountability, Taking Responsibility</p> <ul style="list-style-type: none"> • Is self-motivated and takes personal responsibility to achieve goals and objectives • Keeps information (e.g. about patients and / or staff) confidential in accordance with Health Information System policies and protocols <p>Desirable Skills</p> <ul style="list-style-type: none"> • Monitoring, tuning, and database performance analysis • Excellent Analytical skills • Excellent verbal and written communications • Strong organisation/time management skills • Ability to work on a team, as well as independently

Confirmation of Position Description

Full name of employee: _____

Signature: _____ Date: _____

Signed on behalf of Te Awakairangi Health Network:

Signature: _____ Date: _____