



POSITION DESCRIPTION

Position Title:	BI Developer / Senior BI Developer
Cluster / Business Unit / Division	Information Technology
Section or Unit:	Development & Analytics
Classification:	Band 5/6
Job Family:	ICT & Digital Solutions
Position Description Number:	PD-2378
Work Contract Type:	Professional
STEMM/NON-STEMM:	STEMM
STEMM Group:	Technology

POSITION PURPOSE

Provide technical capability, project leadership, and expertise for delivery and support of key IT and Development & Analytics projects and initiatives, while contributing to the overall direction, technical capability and strategy required to promote and maintain best practice in the Development & Analytics team.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries, and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

The Information Technology (IT) division is responsible for the delivery of all information, operational and digital services across ANSTO supporting operations, commercial and research needs of the organisation. The division is responsible for Information Technology (IT) and Operational Technology (OT) service delivery, support, and the execution of large IT capital programs.

The Development & Analytics team is responsible for development standards, practice, maintenance, and delivery of a wide variety of solutions. As part of Development & Analytics, you will be high performing team player that embraces best practice to deliver positive outcomes to the greater organisation in a safe, secure, and sustainable manner.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities Band 5

- Design and implement appropriate data integrations for diverse systems, working with stakeholders in a variety of domains to analyse their existing systems and processes and design efficient and maintainable solutions.
- Design implement and manage data integration, data analysis and data visualisation solutions in line with privacy standards.
- Design, build and manage conceptual, logical and physical data models appropriate to the data and situation.
- Ensure the integrity, cyber security, accessibility, and maintainability of solutions developed.
- Undertake a range of activities in the development life cycle using a range of tools, techniques, and programming languages to ensure business requirements are met.

- Understand and work within data standards and governance. Ensure standards are adhered to despite demands of stakeholders (e.g., Privacy Act, Information Management Standard for Australian Government, ANSTO specific standards).
- Engagement, relationship and stakeholder management of Corporate Analytics and other business groups. This includes prompt, professional, and accurate problem solving, root cause analysis and resolution.
- Creation and maintenance of user requirements, functional, technical specifications, and project documentation.
- Collaborate with team members, by discussing best practise approaches to future projects, engaging in constructive feedback on each other's work, and performing code reviews.
- Undertake additional duties as required and during period of leave of other staff.

In addition to performing all Band 5 key accountabilities, the key accountabilities for a Band 6 position include:

- Assessing integration feasibility for externally provided solutions.
- Managing and leading projects.
- Design and review complex data models, ensuring quality, reusability and adherence to standards.
- Design, implement and manage complex data integration, data analysis and data visualisation solutions across the full development lifecycle.
- Maintain awareness of industry best practice, new and emerging technologies, and platforms to enhance ANSTO's standards, products, and accessibility.
- Promote and contribute to data standards and governance, support a culture of data-based decision making.
- Provide advice to colleagues, both within and outside the team, on data- integration, modelling, management, and standards.

Decision Making

- The position is fully accountable for the accuracy, integrity and quality of the content of advice and the service provided to customers and other stakeholders, and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice. Determine key work priorities within the context of agreed work plans and will consult with the analytics team leader on complex, sensitive and major issues that have a significant impact.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

- Providing expert advice on technical and governance matters to non-technical stakeholders.
- Gaining and maintaining technical knowledge across a diverse range of applications, tools and techniques.
- Negotiating priorities and deadlines with multiple competing sources.
- Ensuring integration of systems and applications across site.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Analytics Team Leader	<ul style="list-style-type: none"> Actively contribute to the direction and strategy relating to analytics practice and standards. Provide expert and technical advice on all phases of implementation and testing. Recommend and gain endorsement for improvement or development plans and goals and other initiatives
Work area team members	<ul style="list-style-type: none"> Provide expert advice, technical and otherwise on a full range of technical matters Collaborate and share information Perform code reviews
ANSTO Clusters	<ul style="list-style-type: none"> Actively engage, consult regularly to collaborate on IT project development and delivery Provide expert advice and exchange information Collaborate on cross cluster/organisation projects
External	
Stakeholders/Vendors	<ul style="list-style-type: none"> Develop and manage effective relationships to collaborate on IT initiatives, projects and delivery Effectively exchange information with internal and external stakeholders and vendors

POSITION DIMENSIONS

Staff Data

Reporting Line	Reports to the Analytics Team Leader
Direct Reports	Nil
Indirect Reports	Nil

Special / Physical Requirements

Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time Very occasional travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Presentations/Public speaking
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions Perform duties with and in an area where hazardous chemicals or materials are handled under tightly controlled safety conditions
Hours:	Willingness to work extended and varied hours based on operational requirements After hours work may be required for short and infrequent periods
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements May be required to obtain and maintain appropriate federal government clearance

Workplace Health & Safety

Specific role/s as specified in All Workers
AG-2362 of the ANSTO WHS
Management System

ORGANISATIONAL CHART

On file

KNOWLEDGE, SKILLS AND EXPERIENCE

Band 5 level

1. Certifications, degree or equivalent experience in data analysis, modelling, software development and systems integration.
2. Demonstrated experience in building and reverse-engineering data models, familiarity with industry-recognised data-modelling patterns and standards (3NF, star, snowflake, dimensional modelling/Kimball).
3. Experience in the preparation and cleansing of data with limited guidance, e.g., identifying and eliminating errors, filling in missing values, and dealing with outliers.
4. Demonstrated experience with or capability to learn different integration tools (e.g., Azure Data Factory, Azure Synapse, Logic Apps, Azure Functions) and languages (SQL, Python, C#, JavaScript, PowerShell, Scala etc.) within the Microsoft Cloud Platform Demonstrated experience with APIs and specifically in the integration of third-party cloud systems within the current and evolving ANSTO technical landscape.
5. Willingness to learn new technology, adopt new strategies and contribute to the Development and Analytics process and strategy landscape.
6. Experience with privacy and information security principles and practice.
7. Experience understanding data issues (missing, incorrect, duplicate, inconsistent, or hard to interpret) and resolving issues within the data context. This includes purely technical resolutions, such as fixing the logic in a dataflow, and socio-technical resolutions, such as negotiating consistent data representations between different stakeholder groups.
8. Experience in interpreting requirements, selecting appropriate data and transformations, and presenting information in a clear and compelling way, using data visualisation tools.
9. Experience with code management practises and the use of GIT for use in source control, bug tracking and CI/CD.
10. Experience in communicating complex concepts to both technical and non-technical stakeholders.

In addition to the required knowledge skills and experience above the Band 6 level will require:

1. Degree in Computer Science or equivalent experience in data analysis, modelling, software development and systems integration.
2. Demonstrated experience with data integration tools and languages to integrate and store data.
3. Demonstrated experience in assessing how data should be prepared and cleansed. Ability to understand data and data quality within the organisational context, including risk and compliance.
4. Experience in planning tests and deciding if data is accurate and fit for purpose, describing data limitations and proposing possible resolutions (from simple technical resolutions up-to and including design of new stakeholder business processes and/or systems).
5. Experience advising on the most appropriate techniques and tools to make decisions and achieve business goals. Ability to negotiate with stakeholders to ensure quality outcomes.
6. Experience in solution design, building, testing, documenting, deploying and supporting programs, scripts and solutions, ensuring adherence to standards.
7. Experience in estimation and planning. Ability to manage delivery and stakeholder expectations.

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager	Delegated Authority
Name: Angela Piper	Name: Marianne Morton
Title: Analytics Team Leader	Title: Chief Information & Digital Officer
Signature:	Signature:
Date:	Date:

BI Developer / Senior BI Developer Linked Role (PD-2378)

Band 5 to Band 6 Transition Checklist

Name:	
Commencement Date:	
Assessment Date:	

Note: Full written submission demonstrating and justifying how the employee meets the requirements must also be attached.

Requirements for transition	Met Criteria
Degree in Computer Science or equivalent experience data analysis and software development	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has built and reviewed complex data models, ensuring adherence to standards.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Experience in using data integration tools and languages. Able to understand and advise on best practice for integration.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has experience designing and implementing appropriate data preparation and cleansing.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has estimated, planned and managed the delivery of projects.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has assessed data accuracy and fitness for purpose. Can identify and describe data limitations. Can design solutions which ensure data validity.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Demonstrates an understanding of business goals and context; routinely assesses appropriateness of visuals and/or tools against the business need and leverages this to produce successful outcomes for business.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has experience in working with programs and scripts across the full software development lifecycle. Understands and applies standards for design and coding.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Manager Recommendation:

I have reviewed the employee's competence in accordance with Linked Role PD-2378 and certify that the employee meets all requirements for transition and recommend transition from Band 5 to Band 6 be endorsed.

Manager Name:	
Signature:	
Date:	

General Manager Assessment

I have assessed the submission and confirm that the employee meets all requirements for transition from Band 5 to Band 6

General Manager Name:	
Signature:	
Date:	