

Position Description

Data Engineer

October 2024



Baptcare is a purpose driven and faith-based organisation working across Victoria, Tasmania, and South Australia, providing residential and community care for older people and support to children, families, and people with disability, financially disadvantaged people and people seeking asylum.

ROLE PURPOSE – Data Engineer

The primary purpose of the Data Engineer is to design, build, and maintain efficient and scalable data pipelines, ensuring that data is accurate, reliable, and available to meet business needs. The Data Engineer plays a key role in enabling data-driven decision-making across the organisation by developing integrations, optimising data workflows, and collaborating with the Senior Data Engineer to rationalise the data warehouse. They are also responsible for continuously improving data processes, working closely with the Data & Analytics team to meet project timelines and deliver high-quality data solutions.

Position Specifications

Dimensions			
Division:	Information Technology	Reports to (title):	Head of Data & Analytics
Industrial Instrument	Common Law	Classification/Grade:	Mercer grade 3
Primary Location/Region (optional):	Camberwell	Status:	Full Time, Ongoing
Internal Stakeholders:	Data & Analytics team, Business Users, IT staff, Project team members	External Stakeholders:	Application vendors
Managers/Supervisors Only			
Direct Reports:	N/A	Team Salary Budget:	N/A

Position Outline

Key Responsibility Areas
<p>Data Pipeline Development & Maintenance:</p> <ul style="list-style-type: none"> Design, build, and maintain robust, scalable data pipelines to ingest, process, and transform data from various internal and external sources. Implement best practices in data engineering to ensure reliability, scalability, and performance of data pipelines, particularly in cloud environments such as Snowflake and Azure. Automate data workflows and transformations using DBT (Data Build Tool) to enable efficient and reusable data models. <p>Data Integration:</p> <ul style="list-style-type: none"> Develop and maintain data integrations between systems using Boomi, ensuring seamless data flow across multiple platforms. Work closely with business stakeholders to understand integration requirements, resolve data discrepancies, and provide efficient data transfer solutions.

Baptcare is a child safe organisation that is dedicated to the safety, empowerment, and participation of all children. We have zero tolerance of child abuse and are committed to a thoughtful, protective environment that supports infants, children, and young people to feel safe and respected. In accordance with Baptcare’s code of conduct, all Baptcare employees are committed to keeping children safe within the organisation and act in their best interests at all times.

At Baptcare, we value diversity in all forms and aim to co-create inclusive experiences and communities with our employees, volunteers, the people we work alongside and our partners. We are committed to diversity and inclusion across all we do and to building communities and workplaces where everyone belongs.

Position Description

Data Engineer

October 2024



- Ensure data quality and consistency through automated monitoring, testing, and validation of integration pipelines.

Collaboration & Stakeholder Management:

- Collaborate with data scientists, analysts, and IT teams to support the design and implementation of data-driven solutions.
- Engage with various business units to understand data requirements and deliver high-quality data solutions that meet business objectives.
- Support end users by troubleshooting issues related to data pipelines, integration, and performance in a timely manner.

Data Governance & Security:

- Ensure adherence to data governance policies and standards, including data privacy and security protocols.
- Implement data quality checks and monitoring to proactively detect and resolve data issues.
- Assist in documenting data workflows, standards, and processes to maintain clarity and consistency across the organisation.

Data Warehouse Rationalisation & Continuous Improvement:

- **Data Asset Optimisation:** Continuously review and rationalise the data warehouse to eliminate duplication of data assets, ensuring efficient use of storage and computational resources.
- **Collaboration with Senior Data Engineer:** Work closely with the Senior Data Engineer to align efforts and avoid doubling up on data pipeline development, ensuring that resources are optimised, and workflows are streamlined.
- **Standardisation:** Promote the standardisation of data models, tools, and frameworks across teams to enhance reusability and maintain a single source of truth for business reporting and analytics.
- **Documentation & Communication:** Ensure that all changes, enhancements, and rationalisation efforts in the data warehouse are clearly documented and communicated to both the Data & Analytics team and other relevant stakeholders.
- Stay current with emerging technologies and methodologies in cloud data platforms, integration, and data engineering.
- Drive continuous improvements by optimising existing data processes and proposing innovative solutions to enhance data workflows and infrastructure.

Workplace Health & Safety

- Report WHS hazards, injuries and incidents (including near misses)
- Act responsibly to protect your safety and the safety of others
- Participate in and contribute to WHS improvement activities including inspections, audits and other view activities
- Ensure tools, equipment, PPE and clothing are in a safe condition before use and report/fix any defects as appropriate
- Actively participate in rehabilitation and return to work activities following any work-related injury
- Comply with responsibilities under the WHS Management System and any reasonable instructions, including during emergency situations
- Ensure any incidents you encounter are reported, supporting any investigations and supporting the implementation of preventative measures

Key Performance Indicators

- **Positive Stakeholder Feedback:** Consistently receive positive feedback from the Data & Analytics team and other relevant stakeholders, reflecting strong collaboration and alignment with business needs.

Position Description

Data Engineer

October 2024



- **Pipeline Stability & Quality:** Demonstrate a year-over-year reduction in the rate of bugs and errors in data pipeline development and integration processes.
- **Timeliness:** Complete data engineering projects and tasks within the agreed timelines, ensuring minimal delays in delivering solutions to business units.
- **Continuous Improvement Initiatives:** Successfully implement at least 4 improvements per year to existing data pipelines, tools, or processes, resulting in measurable enhancements in performance or efficiency

Key Selection Criteria

- **Experience in Data Pipeline Development:** A minimum of 2 years of hands-on experience building and maintaining data pipelines, with a strong preference for experience in Snowflake and DBT (Data Build Tool) environments.
- **Data Integration Skills:** Proven experience in integrating data between systems, with a preference for candidates experienced in using Boomi or similar integration tools.
- **Cloud Platform Expertise:** Demonstrated experience working with cloud platforms such as Snowflake, Azure, or similar, with the ability to architect, deploy, and optimise scalable data solutions.
- **Collaboration & Communication:** Strong interpersonal skills with the ability to work collaboratively across teams, including the Data & Analytics team, Senior Data Engineer, and business stakeholders.
- **Problem-Solving Ability:** A proven track record of diagnosing and resolving issues in data pipelines and integrations, ensuring data quality and availability are maintained at all times.
- Alignment and commitment to Baptcare's Mission, Vision and Values

Employee Profile

Qualifications

Essential:	<ul style="list-style-type: none"> • Bachelor's Degree: A tertiary qualification in Information Technology, Computer Science, or a related field is required.
Desirable:	<ul style="list-style-type: none"> • Specialisation: A degree specifically in Computer Science or another closely related discipline is preferred. • Certifications: Certifications in Snowflake and DBT are highly regarded, demonstrating specialised skills in cloud data platforms and pipeline development.

Background Checks, Licences and Accreditations

Essential	<ul style="list-style-type: none"> • Tertiary Qualification: A degree in Information Technology, Computer Science, Business, or a related discipline. • Data Pipeline Experience: A minimum of 2 years of hands-on experience in building and maintaining data pipelines. • SQL Expertise: At least 2 years of experience using SQL for querying and manipulating data.
Desirable	<ul style="list-style-type: none"> • DBT & Snowflake Experience: Experience building pipelines using DBT within the Snowflake environment. • Integration Development Experience: Practical experience in developing and managing data integrations, preferably using Boomi or a similar tool.

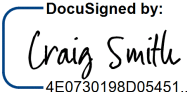
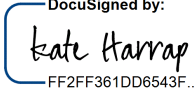
Baptcare is a child safe organisation that is dedicated to the safety, empowerment, and participation of all children. We have zero tolerance of child abuse and are committed to a thoughtful, protective environment that supports infants, children, and young people to feel safe and respected. In accordance with Baptcare's code of conduct, all Baptcare employees are committed to keeping children safe within the organisation and act in their best interests at all times.

At Baptcare, we value diversity in all forms and aim to co-create inclusive experiences and communities with our employees, volunteers, the people we work alongside and our partners. We are committed to diversity and inclusion across all we do and to building communities and workplaces where everyone belongs.

**Position Description
Data Engineer
October 2024**



DECLARATION			
Understanding and Acceptance	I have read and understand the Position Description and I understand and accept the accountabilities and requirements.		
Employee	Name:	eSignature:	Date:
Baptcare Representative	Name:	eSignature:	Date:

PEOPLE, CULTURE AND SAFETY USE ONLY		
For Common Law, this role has been assessed by Remuneration, Benefits and Systems	eSignature:  Name: Craig Smith	Date: 15 October 2024 6:48 AM AEDT
For roles covered by an industrial instrument this role has been assessed by People & Culture	eSignature: Name:	Date:
This Position Description has been signed and approved by the Head of People and Culture	eSignature:  Name: Kate Harrap	Date: 15 October 2024 8:42 AM AEDT

Baptcare is a child safe organisation that is dedicated to the safety, empowerment, and participation of all children. We have zero tolerance of child abuse and are committed to a thoughtful, protective environment that supports infants, children, and young people to feel safe and respected. In accordance with Baptcare’s code of conduct, all Baptcare employees are committed to keeping children safe within the organisation and act in their best interests at all times.

At Baptcare, we value diversity in all forms and aim to co-create inclusive experiences and communities with our employees, volunteers, the people we work alongside and our partners. We are committed to diversity and inclusion across all we do and to building communities and workplaces where everyone belongs.

Position Description
Data Engineer
October 2024



Mission Vision

Partnering for fullness of life with people of all ages, cultures, beliefs and circumstances.

Communities where every person is cherished.



Values

Our Mission & Vision are lived through our WE CARE Values.

We care about...

Our Customers

Our Team



Wellbeing

... you living your life with meaning, we partner with you to enhance your health, safety, comfort and spirituality.

... strengthening our teams by cultivating a safe and encouraging work environment that enables personal growth.



Ethics

... being genuine with you, leading with integrity and fulfilling Baptcare's purpose in harmony with community expectations.

... being inspired by justice. We act with integrity and do the right thing by our customers and each other in light of current and future needs.



Co-creating

... building personalised and innovative solutions with you and our allied partners, with your goals as our shared focus.

... building an exciting future together with our customers in focus, by empowering everyone to contribute and encouraging adaptability, creativity and collaboration.



Accountability

... fulfilling our commitments to you and accepting our responsibilities to continually improve.

... fulfilling our commitments and responsibilities, using our resources wisely and being able to reflect, speak up and adapt when needed.



Respect

... understanding and embracing your individuality, standing up for your equality and protecting your dignity.

... treating one another as we like to be treated ourselves, by welcoming differences with an open mind and promoting equality and dignity.



Effectiveness

... being focused on achieving the best outcomes for you, with you.

... ongoing improvement in the focus of our people and resources to achieve positive outcomes for our customers.



Baptcare is a child safe organisation that is dedicated to the safety, empowerment, and participation of all children. We have zero tolerance of child abuse and are committed to a thoughtful, protective environment that supports infants, children, and young people to feel safe and respected. In accordance with Baptcare's code of conduct, all Baptcare employees are committed to keeping children safe within the organisation and act in their best interests at all times.

At Baptcare, we value diversity in all forms and aim to co-create inclusive experiences and communities with our employees, volunteers, the people we work alongside and our partners. We are committed to diversity and inclusion across all we do and to building communities and workplaces where everyone belongs.