Graduate Data Analyst

College/Division   Division of Future Students

School/Section   Strategy

Location   Hobart

Classification   HEO 4

Reporting line   Reports to Senior Student Insights Analyst

Position Summary

The University of Tasmania is building a vision of a place-based University with a mission to enhance the intellectual, economic, social and cultural future of Tasmania, and from Tasmania, contribute to the world in areas of distinctive advantage. The University recognises that achieving this vision is dependent on the people we employ as well as creating a people-centred University that is values-based, relational, diverse, and development-focused.

We are seeking to appoint a Graduate Data Analyst within the Strategic Analytics team. The Graduate Data Analyst will be working closely with the other members of the Data & Analytics team to deliver key data analytics. The incumbent will be responsible for supporting senior analysts in providing strategic data analytics, as well as, learning as much as possible so they can find their passion.

The Graduate Data Analyst will require strong technical and analytical skills to develop models, reports and dashboards using a wide variety of data sources to support strategic decision making.

We are an inclusive workplace committed to 'working from the strength that diversity brings' reflected in our Statement of Values. We are dedicated to attracting, retaining and developing our people and are committed to inclusive principles. We celebrate the range of diverse assets that gender identity, ethnicity, sexual orientation, disability, age and life course bring. Applications are encouraged from all sectors of the community. **Tell us how we can make this job work for you.**

What You'll Do

- Provide analytical support to data analytics and strategy team members.
- Conducting routine and ad-hoc analysis for a range of stakeholders as required, often within tight time constraints.
- Revise and edit analytics presentations under supervision of senior analysts.
- Assist senior analysts in gathering requirements from internal stakeholders on their analytics needs.
- Utilise data analytics systems, such as the enterprise data warehouse, Power BI, Tableau, and/or Alteryx, to create data-driven and meaningful insights for stakeholders in order to improve decision-making.
- Work with the strategic analytics team in building datasets suitable for reporting analysis.
- Undertake other duties as assigned by the supervisor.

What We're Looking For (success criteria)

- Undergraduate qualifications in Computer Sciences, Statistics, Mathematics, Business, Economics or other data analytics related fields of study.
- High level analytical and problem-solving skills, with the ability to produce actionable insights and support strategic decision-making.
- Ability to analyse and review existing reports, dashboards, and databases to provide analytical commentary.
- Demonstrated ability to apply appropriate data analytics methodologies to various problems, including quantitative analysis, forecasting, and market research.
- Demonstrated knowledge of relational and dimensional database languages, such as PL/SQL, DAX, or similar.
- Proven commitment to service orientated values with highly developed interpersonal skills, and a proven ability in establishing and maintaining strong relationships with internal and external stakeholders.

Other position requirements

- Some intrastate/ interstate travel may be required

University of Tasmania

The University of Tasmania is an institution with an enduring commitment to our state and community, and a strong global outlook. We are committed to enhancing the intellectual, economic, social and cultural future of Tasmania. Our Strategic Direction strongly reflects the University community's voice that our University must be place based but globally connected as well as regionally networked and designed to deliver quality access to higher education for the whole State.

We believe that from our unique position here in Tasmania we can impact the world through the contributions of our staff, students and graduates. We recognise that achieving this vision is dependent on the people we employ, as well as creating a university that is values-based, relational, diverse, and development-focused.

Check out more here:

https://www.utas.edu.au/jobs

https://www.utas.edu.au/careers/our-people-values-and-behaviours

The intention of this position description is to highlight the most important aspects, rather than to limit the scope or accountabilities of this role. Duties above may be altered in accordance with the changing requirements of the position.