

Role Profile

Job Title:	Specialist – Data Office	Function:	IT
Reports to:	Manager – Data Office & IT Process	Band:	3
Leader of:		Location:	Normanton

Job Purpose

This role exists to lead the Data Office’s mission to become more of a value-add function in terms of data insight, developmental and strategic impact. This will take the form of presenting the business with greater predictive insight into future outcomes by using new and more technologically advanced data sources and increasing the use of business enhancing data software to ultimately furnish the wider business with priceless insight to make better data led decisions and support.

This role is paramount in keeping us fresh, modern and at the front of the queue in terms technological developments in the data storage and data visualization sphere and passing that on to business partners to go and make the required changes and developments to the business to keep ahead of our competitors.

Accountabilities

This role leads the strategic direction of all Data Office developments in the form of technological data sources, predictive insight capability and the accuracy of all our master data. The role is accountable for the delivery of advanced business and management intelligence to all functions of the IPL.

- ownership of all system data for the business, into a single area with one version of the truth. This aspect will involve data cleansing historical errors as well as transforming the business approach and attitude to accuracy of master data,
- owner of perpetual research into technological developments in data sourcing and housing,
- leader of our constant innovative exploration into data visualization methodology and best practice,
- leadership of data source simplification through improved technology,
- ownership of team wide standardization to ensure consistent visual cosmetics and data storage.
- leadership and implementation of our automation strategy to ensure high productivity across the group,
- data relationship ownership with Asda peers and in the external expert network,
- business partnering leadership for the whole Data Office, ensuring that monthly reviews are undertaken at Senior Manager level and above,
- assist with hands-on development work as well as knowledge transfer across the team,
- full ownership of our usage and abandonment strategy to ensure we are never stagnant in our delivery.

Submitted By:	Jordan Steane	Date:	January 21 st 2020
Evaluated By:	Jordan Steane	Date:	29/11/2023

Skills, Training and Knowledge	
Qualifications	Higher education, ideally degree level or equivalent.
Skills and Knowledge	Advanced data management experience (preferably Microsoft SQL, Azure, etc) Data visualisation experience would also be an asset (preferably in Power BI, Anaplan).
Job Context	
Key Challenges for the Role	<p>Pace of development in the data visualization and science sphere.</p> <p>Increased conflict management with a broader, more senior customer base.</p> <p>Comfort with measuring performance of other colleagues.</p> <p>Ability to handle shifting priorities.</p>
KPIs and Measures of Success	<p># of faster upgrades to latest version of current software.</p> <p># of implementations of new tech to unlock predictive insight (weather etc.).</p> <p># of rationalized data sources,</p> <p>100% compliance use of automation tools,</p> <p>>20% abandonment rate delivered each month.</p> <p>> 75% usage per dashboard.</p>
Key Internal Relationships	Level 3 and above business partners, Application Support, ERP Team and IT Management.
Key External Relationships	<p>Asda Data Office peers.</p> <p>Microsoft UK account manager.</p>
Dimensions and Decision Making	
Budget	None
Direct Reports	None
Indirect Report	None

Submitted By:	Jordan Steane	Date:	January 21 st 2020
Evaluated By:	Jordan Steane	Date:	29/11/2023