


Profile Title:	Business Intelligence Technical Officer	 BARNSLEY Metropolitan Borough Council			
Reports to:	Senior Business Intelligence Technical Officer				
Employee Management:	N/A	Grade:	L1: 07 L2: 08	Profile Ref:	L1: 130949 L2: 131074
Purpose of the Post					
To assist the Senior Business Intelligence (BI) Technical Officers in providing technical expertise on BI and associated solutions and assist in providing BI services to the Council, including developing and supporting a specialist area.					
Responsibilities					
Level 1: <ul style="list-style-type: none"> Assist in the development of end-to-end BI solutions to meet organisational and business unit requirements Support the development and delivery of specialist areas including spatial intelligence and addressing, visualisation, integration, and data infrastructure. Assist on the management of corporate datasets on behalf of the organisation by using internal and external data to ensure they are utilised effectively Support the supervision of the Business Intelligence Support Officers, contributing to their overall direction of work, regularly advising, instructing, checking, and training Support the implementation of the Council's Data Management Policy and Framework within all areas of work Gather information, analyse data, prepare, and present detailed and complex/contentious reports to a variety of audiences, including non-specialists Create and maintain appropriate documentation, records, and configuration items in line with best practice guidance for service management, to ensure that approved systems, processes, and methodologies are followed to ensure effective monitoring, control, and support Contribute towards the development and implementation of best practice standards for BI service provision, including the development of policies, procedures, and guidance within area of expertise Undertake any other duties commensurate with the role as requested Level 2: <ul style="list-style-type: none"> Assist with performing data engineering. 					

- Support the use of analysis and models to inform and improve organisational outcomes, building models and validating results with statistical testing.
- Plan, organise and manage resources to successfully run a Data Science project, achieve organisational goals and enable effective change
- Support the delivery of efficiencies (both financial and time) through data automation and better use of BI across the council
- Lead and drive the continuous review, improvement and evaluation of the service provision ensuring the use of effective available resources to ensure a for purpose well managed BI estate.
- Undertake any other duties commensurate with the role as requested

Education and Training	Measure	Rank
Level 1: <ul style="list-style-type: none"> • Level 4 qualification or equivalent in a related discipline • Evidence of continued professional development 	A/C A	E D
Level 2: <ul style="list-style-type: none"> • Completion of Level 6 Data Scientist Apprenticeship • Technical qualification and accreditations within area of expertise • Project Management qualification (Agile/PRINCE2) • ITIL Foundation qualification in ITSM 	A/I A A A	E D D D
Relevant Experience	Measure	Rank
Level 1: <ul style="list-style-type: none"> • Experience of working within a project environment delivering technical solutions • Experience of managing relationships with a variety of technical and non-technical stakeholders • Experience of data analysis and the production of complex management information and reports • Experience of presenting information verbally at meetings, undertaking formal presentations and delivering staff briefing sessions • Experience of working in an Agile development environment 	A/I A/I A/I A/I A/I	E E E E D
Level 2: <ul style="list-style-type: none"> • Experience of delivering advanced BI such as building models and validating results with statistical testing. • Extensive experience of at least one of the following: spatial intelligence and addressing / visualisation / integration / data infrastructure • Experience of contributing to the development of policies and procedures 	A/I A/I A/I	E E E

General and Special Knowledge	Measure	Rank
Level 1: <ul style="list-style-type: none"> Knowledge of ICT systems relevant to BI services and applications. Knowledge of the pressures facing local government Knowledge of partnership working practices and principles Level 2: <ul style="list-style-type: none"> Knowledge of developing and enhancing service provision within area of expertise Knowledge of local and national strategies, policies, legislation and guidance relevant to the area of work. 	A/I A/I A/I A/I A/I	E E E E E
Skills and Abilities	Measure	Rank
<ul style="list-style-type: none"> Ability to analyse and interpret very varied and highly complex information to produce BI Good communication, negotiation, persuasion, and interpersonal skills with the ability to deal with a variety of internal and external stakeholders Excellent technical ICT and BI skills Ability to organise and prioritise conflicting workloads and meet strict deadlines Ability to work under own initiative and under pressure. Ability to work effectively within a project team, delivering high quality, timely services Possess a positive and enthusiastic customer focussed approach with the ability to manage conflict and effectively resolve complex issues Ability to adopt an effective approach to problem-solving Ability to manage risks within the operational decision-making process 	A/I A/I A/I A/I A/I A/I A/I	E E E E E E E
Additional Requirements	Measure	Rank
<ul style="list-style-type: none"> Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the council. Willing to undertake training and continuous professional development in connection with the post. Work in accordance with the council's vision, priorities, values, and behaviours. Able to undertake any travel in connection with the post. 	A A/I A A	E E E E