Analytics Lead – Regulatory

DIGITAL BUSINESS SOLUTIONS

ACADEMIC DIVISION

About QUT

QUT is a major Australian university with a global outlook and a 'real world' focus. We are one of the nation's fastest growing research universities and our courses are in high demand.

We are an ambitious and collaborative institution that seeks to equip our students and graduates with the skills they will need in an increasingly disrupted and challenged world. We are transforming the student experience we offer our 50,000 students and we place a premium on the international and national accreditation of our various professional degrees.

Our internationally award-winning Science and Engineering Centre is home to The Cube, acknowledged as one of the world's largest digital interactive learning and display spaces. QUT established the world's first Creative Industries Faculty, and we invest heavily in collaborative learning and interdisciplinary research environments, including the $95M Education Precinct.

Further information about QUT can be obtained from the website at www.qut.edu.au.

Our Vision

QUT's Blueprint 6 is our institutional strategic plan. The Blueprint formalises QUT's ambitions and declares our strong sense of purpose which is to provide transformative education and research relevant to our communities. It provides a framework and strategies to enable QUT to realise our vision to be the university for the real world and identifies the following priorities:

- support aspiration and inclusion
- encourage creativity and entrepreneurship
- embrace digital transformation and technology
- embed principles of health and wellbeing
- support Indigenous Australian engagement, success and empowerment
- enable professional engagement and ethical leadership and,
- focus on the environment and sustainability

Aligned to and supporting our vision are the QUT Values. These Values highlight what makes QUT distinct and successful. Providing a compass for our decisions, actions and behaviours and strengthening our community.

QUT Values

- Ambition
- Curiosity
- Innovation
- Integrity
- Inclusiveness

About Digital Business Solutions

Digital Business Solutions (DBS) provides support for staff and students across a range of information and technology services. DBS uses technology to create value for our students and customers through the portfolios of Learning and Teaching, Research and Innovation, and Professional Services.

DBS embraces digital transformation as being fundamental to our service in supporting QUT's aspirations outlined in Blueprint 6.

DBS provides value across a number of functional units: Digital Strategy and Innovation, Solution Design and Delivery, Service Operations, Business Process Improvement Office, Learning Environments and Technology Services, and Enterprise Reporting and Analytics.

About the Position

The Analytics Lead – Regulatory is a new position responsible for coordinating the submission of student and staff data. This will be achieved through the Tertiary Collection of Student Information (TCSI) platform and other QUT and Department of Education, Skills and Employment systems. The person in this role will ensure QUT meets its regulatory reporting obligations as well as providing insights to the university.

This role will work closely with key operational areas within the university to identify opportunities to improve data quality and streamline QUT's government reporting processes.

This position reports to the Analytics Manager located in the Enterprise Data and Analytics group for supervision, workload management and for Performance Planning and Review (PPR).

Key responsibilities include:

- Manage the submission of student and staff data through the TCSI platform and other systems.
- Drive the development of business intelligence products using government, regulatory, and benchmarking data sets.
- Providing an advisory service to faculties and divisions in relation to the access and interpretation of data and supporting analysis.
- Provide expert advice with regard to analytic methodologies and techniques ensuring the production of appropriate and accurate insights.
- Undertake high level research, analysis and modelling using contempory analytical approaches to develop insights for better decision making.
- Actively contribute to the development and maintenance of a culture of open collaboration, continuous review and improvement, and service excellence.
- Compliance with health and safety policies, procedures, hazard reporting and safe work practices.

To ensure job flexibility the successful appointee may be required to:
- perform any other duties as nominated by the University consistent with the relevant classification descriptors detailed in the Enterprise Agreement. Staff undertaking any new duties will receive training;
- participate in job rotation or multiskilling in consultation with their supervisor;
- work across campuses.

Type of appointment

This appointment will be offered on an ongoing, full-time basis.

Location

Kelvin Grove campus.

Selection Criteria

1. Education, training and/or experience equivalent to the completion of postgraduate qualifications or progress towards postgraduate qualifications in the data and analytics discipline.
2. In-depth knowledge and demonstrated experience in analytic methodologies and techniques, particularly in the area of dimensional modelling and its application to reporting processes.
3. Demonstrated ability to conceptualise, develop and translate complex business issues into creative workable solutions that convert analytics into data products.
4. Demonstrated ability to facilitate analytics workshops that have contributed to major change programs, strategic developments or initiatives via the provision of analysis and insights which inform organisational objectives.
5. Highly developed data literacy skills with demonstrated proficiency in Business Intelligence tools, and data warehousing.
6. The ability to design effective training material which promotes knowledge sharing and uplifts the data and analytics maturity of the team and the University.
7. High-level interpersonal, written and verbal communication skills with the ability to tell stories with data, quickly establish rapport and manage collaborative working relationships.

Remuneration and Benefits

The classification for this position is Higher Education Worker Level 8 (HEW8) which has an annual remuneration range of $114,686 to $129,990 pa. Which is inclusive of an annual salary range of $97,738 to $110,781 pa and 17% superannuation.

In July 2020 QUT staff voted in favour of a variation to its Enterprise Agreements. The variations were approved by the Fair Work Commission in August 2020.

The variation impacts leave loading (for new staff no loading will be paid or accrued during the period the variation is in effect), salary increases (the salary increase which was due to occur in the first full pay period of December 2020 has been deferred until the first full pay period of December 2021) and superannuation (superannuation will be paid to staff as though the salary increase which would have been paid in December 2020 has taken effect and, subject to the rules of the superannuation fund, a defined benefit member will continue to make contributions in alignment with the contributions made by the University). A link to the variation is here.

Beyond personal and professional fulfilment, a career at QUT brings a broad range of tangible benefits. With competitive remuneration including superannuation, the University offers real and generous benefits.

QUT is a high quality and flexible organisation that is proud of its excellent employment conditions which include but are not limited to:

- Reduced working year scheme
- Parental leave provisions
- Study support encompassing leave and financial assistance
- Comprehensive professional development
- Salary Packaging

Further benefits can be found at the Working at QUT page.

Information for applicants

This position is open to current staff members of QUT who have ongoing full-time work rights in Australia. Former QUT staff members who were employed at 23 April 2020 are also eligible to apply for this position. Please indicate your eligibility within the application questions. In support of our strategic priority of Indigenous Australian success, Aboriginal Australians and Torres Strait Islander people who are not QUT staff are also eligible and encouraged to apply.

For further information about the position, please contact Minh Pham, Analytics Manager, on (07) 3138 2369; or for further information about working at QUT contact Human Resources on (07) 3138 4104.

Candidates who are interested in the position are encouraged to apply even though they may feel they are not strong on individual selection criteria.

In assessing merit, the panel will take into consideration "performance or achievement relative to opportunity". We recognise that many staff today have a range of personal circumstances, and career histories that challenge traditional ideas of a staff member. This may mean, for example, prioritising the quality of achievement rather than the quantity, as considerations of part-time employment, career interruptions and significant periods of leave are taken into account when assessing performance or achievement.

How to Apply

For further information and to apply, please visit www.qut.edu.au/careers for reference number **21277**.

When applying for this position we encourage you to upload your response to the selection criteria.

Applications close 9 March 2021