JOB DESCRIPTION

Business Intelligence Developer

Purpose

As a Business Intelligence Developer, you will play a pivotal role in leveraging data to drive strategic business decisions and enhance operational efficiency. Your primary objective will be to design, develop, and maintain business intelligence solutions that transform raw data into actionable insights. By collaborating closely with stakeholders from various departments, you will identify key performance indicators, develop data models, and create interactive dashboards and reports to support data-driven decision-making processes.

You will be responsible for gathering requirements, analysing data sources, and designing robust data pipelines to ensure the accuracy, reliability, and integrity of our data assets. Additionally, you will continuously monitor and optimize the performance of existing BI solutions, implementing best practices to streamline data workflows and improve data accessibility across the organization.

As a critical member of our team, you will contribute to the evolution of our data infrastructure and play a key role in shaping our data strategy. By staying abreast of emerging technologies and industry trends, you will proactively identify opportunities to enhance our BI capabilities and drive innovation in data analytics.

Role Dimensions

- Reports to: Team Leader - Data and Analytics
- Department: Data Strategy and Management
- Job Level: T1
- Location: Head Office, Port Moresby
- Direct Reports: NIL

Person Specifications

- A tertiary qualification in a relevant discipline is preferred

Core Competencies

- Professional with strong integrity
- Superior written and oral communication skills
- Sound planning, organisation, and problem-solving capabilities
- High level consultation and influencing skills and an ability to work across a range of stakeholders at various levels of authority
- Accuracy and attention to detail
- Quality decision making and initiative
- Building and being part of an effective team

- Competent in the use of computer software such as Microsoft Word, Excel and PowerPoint

- Dealing with ambiguity, "Can do" work ethic
- Strong personal presentation, communication, and interpersonal skills
- Detailed understanding of relevant regulatory environment
- Analytical thinking and the ability to question data

Leadership Competencies

- Leading and influencing others, including those that are not direct reports, managing upwards as necessary
- Developing and motivating others
- Priority setting and delegation as appropriate
- Ability to facilitate training

Role Specific Areas of Responsibility

Responsibilities	- Data Analysis and Visualization - Analyze complex datasets to identify trends, patterns, and insights. - Develop interactive dashboards, reports, and visualizations to communicate key findings to stakeholders. - Utilize data visualization tools such as Tableau, Power BI, or QlikView to create compelling data presentations. - Data Modeling and ETL Development - Design and develop data models to support business requirements and analytical needs. - Create and maintain ETL (Extract, Transform, Load) processes to ensure data integrity and consistency. - Optimize data pipelines for efficiency and performance, considering factors such as data volume and processing time. - Data Quality Assurance - Implement data quality checks and validation procedures to ensure accuracy and reliability of data. - Identify and address data quality issues through data cleansing and transformation techniques. - Collaborate with data stewards and subject matter experts to establish data governance standards and best practices. - Performance Optimization and Tuning - Monitor and optimize the performance of BI solutions, including database queries, reports, and dashboards. - Conduct performance tuning activities to improve query performance and reduce response time.

	o　Identify and resolve performance bottlenecks through database optimization and indexing strategies. • Stakeholder Collaboration 　o　Collaborate with business stakeholders to understand their requirements and translate them into technical solutions. 　o　Engage with cross-functional teams to gather feedback and iterate on BI deliverables. 　o　Provide technical guidance and support to end users, helping them leverage BI tools and solutions effectively. • Continuous Improvement and Innovation 　o　Stay informed about emerging trends and best practices in business intelligence and data analytics. 　o　Proactively identify opportunities to enhance BI capabilities and drive innovation in data analytics. 　o　Recommend and implement process improvements to streamline data workflows and increase efficiency. • Documentation and Training 　o　Document data models, ETL processes, and BI solutions to ensure knowledge sharing and maintainability. 　o　Develop training materials and conduct training sessions to educate users on BI tools and best practices. 　o　Provide ongoing support and guidance to users, addressing questions and resolving issues in a timely manner. • Compliance and Security 　o　Ensure compliance with data privacy regulations and security policies when handling sensitive data. 　o　Implement access controls and data encryption mechanisms to protect confidential information. 　o　Participate in audits and assessments to verify compliance with regulatory requirements and internal standards.
Requirements & Skills	• Bachelor's degree in Computer Science, Information Systems, or related field. • Proven experience as a BI Developer or similar role, with expertise in data modeling, ETL development, and BI reporting. • Proficiency in SQL, data warehousing concepts, and BI tools such as Tableau, Power BI, or QlikView. • Strong analytical and problem-solving skills, with the ability to translate complex business requirements into technical solutions. • Excellent communication and interpersonal skills, with the ability to collaborate effectively with stakeholders at all levels. • Experience with cloud-based data platforms (e.g., AWS, Azure, Google Cloud, Snowflake) is a plus. • Relevant certifications in BI and data analytics are desirable. • Ability to prioritize and complete projects within deadline. • Can do attitude with ability to learn on the go.

Education & Experience	- Bachelor's degree in Computer Science, Information Systems, Mathematics, or a related field. Or certifications (e.g., Microsoft Certified: Data Analyst Associate, IBM Certified: Data Science Specialist) are advantageous but not required. - Minimum of 3 years of experience in a Business Intelligence Developer or similar role, with a proven track record of designing, developing, and implementing BI solutions. - Strong proficiency in SQL and experience with relational databases (e.g., SQL Server, Oracle, PostgreSQL) for data manipulation and querying. - Experience with data modeling concepts and designing dimensional data models for analytical purposes. - Proficiency in ETL (Extract, Transform, Load) development using tools such as SSIS, Informatica, or similar technologies. - Hands-on experience with business intelligence and data visualization tools such as Tableau, Power BI, QlikView, or similar platforms. - Familiarity with cloud-based data platforms (e.g., AWS, Azure, Google Cloud) and experience with cloud data services (e.g., AWS Redshift, Azure SQL Data Warehouse, Snowflake) is a plus. - Strong analytical and problem-solving skills, with the ability to translate complex business requirements into technical solutions. - Excellent communication and interpersonal skills, with the ability to collaborate effectively with stakeholders at all levels. - Proven ability to work independently and as part of a team in a fast-paced environment, managing multiple priorities and deadlines effectively.
Analysis & Reporting	- Weekly data request report - Data pipeline and/or data warehouse incidence report - Quarterly data product (reports & dashboard) utilization report - Monthly data product audit report