

JOB TITLE
Data Analyst

CLASSIFICATION
Band 6

REPORTS TO
Facilities & Open Space Coordinator

WHAT WE TRUST YOU TO DELIVER



- Process and analyse asset management data to provide effective business information.
- Apply life cycle costing and engineering economics.
- Compile, review and validate asset data and databases.
- Undertake analysis of asset performance data to inform asset strategy and Asset Plan development and reporting.
- Assist in preparing responses to requests for information and services.
- Assist with the definition of service level requirements and asset performance.
- Support the achievement of agreed business outcomes in relation to the Open Space asset class.

WHAT YOU'LL NEED TO THRIVE



- Sound knowledge of asset management and data technologies and best practice principles.
- Strong interest in asset management, particularly in relation to buildings and open space assets.
- General knowledge of financial management principles relating to asset management.
- Knowledge of Local Government Act and other relevant Acts, subordinate regulations, and guidelines.
- Excellent communication skills including the ability to successfully liaise with a wide range of stakeholders.
- Ability to apply professional and technical knowledge in decision making.
- Enhanced time management skills and the ability to effectively prioritise tasks to achieve agreed outcomes.
- Team player and commitment to continual improvement and professional development.
- Relevant tertiary qualification and/or equivalent experience in asset and facilities management, project management, and urban design.

WHAT WE'LL DO TO SUPPORT YOU



- Provide a safe and welcoming environment where you'll be encouraged to innovate and embed new ways of working.
- Deliver opportunity for genuine engagement and collaboration across all levels of the business.
- Commit to your long-term growth and career development.
- Provide access to our Executive Team to share ideas and make a positive difference across the organisation.

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE



VISION: Council will be an inclusive, healthy, creative, sustainable, and smart community.
VALUES: Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability.

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE



CAPABILITY	Project Management	Change	Communication	Good Governance	Achievement
LEVEL	2	2	2	2	2
CAPABILITY	Leadership Impact	Decisiveness	Agility	Care	Growth Mindset
LEVEL	2	2	2	2	2