



Stamford American INTERNATIONAL SCHOOL

JOB DESCRIPTION

Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed.

Position Title	Data Analytics Engineer	Reference: FEB2024IT
Function/Department	IT	Location: Stamford
Manager Name & Title	Head of IT	
Position Type	Permanent	
Position Status	Full Time	

Position Objective

The Data Analytics Engineer is an important role within our school that bridges data management, business intelligence, and data analytics. This position is tasked with implementing, managing, organizing, and administering robust data warehousing, analytics, and dashboard solutions. The role demands a blend of technical expertise, a collaborative spirit, and an ability to understand Stamford's data needs.

Responsibilities

The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom they are responsible, or with whom they come into contact will be to adhered to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, they must report any concerns to the School's Designated Safeguarding Lead or to the Head or indeed to the Cognita Regional Safeguarding Manager so that a referral can be made accordingly to the relevant third party services.

- Develop and maintain scalable data pipelines, automating data flows and ensuring efficient data transfer between systems.
- Create and maintain data connectors via APIs, enabling seamless integration across various data sources.
- Manage and optimize Google BigQuery for data warehousing, ensuring the quality and integrity of data from capture to reporting.
- Leverage technologies such as Python, R, Airflow, and dbt for data orchestration, analysis and automation.
- Collaborate with cross-functional teams, including IT, Digital Learning, and divisional teams, to streamline processes and establish data management best practices.
- Assist with the development of interactive data dashboards in Looker Studio and other visualization tools, providing insights for faculty, staff, and management.
- Design and implement data visualizations, ensuring adequate, accurate, and legitimate data collection techniques.
- Maintain updated documentation and manage change processes for data systems, adhering to data governance standards.
- Stay updated with the latest technological trends in educational software and data systems, recommending and adapting new solutions.
- Serve as the main point of contact between data owners, identifying data issues, and providing technological solutions.
- Assist in project management, including formulating strategies for effective data use and producing knowledge base and training materials.



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Position Requirements

Analytical and Problem-Solving Skills:

- Strong critical thinking abilities to identify, analyze, and solve complex data-related problems.
- Capability to analyze and interpret data, providing actionable insights and solutions to stakeholders.

Communication and Collaboration:

- Excellent verbal and written communication skills, with the ability to articulate technical details to non-technical stakeholders.
- Collaborative team player with a positive attitude and the ability to work with cross-functional teams.

Project Management:

- Experience in leading and managing projects, with an understanding of project management principles.
- Ability to prioritize tasks, meet deadlines, and manage time effectively.

Educational Sector Knowledge:

- Understanding of the academic and educational needs with regards to data processes is highly desirable.
- Experience in creating and providing training materials related to data management and analytics.

Innovative and Adaptive:

- A growth mindset with a proactive approach to learning and adapting to new technologies and methodologies.
- Creative thinking skills to propose and implement innovative solutions for data management and automation."

Qualifications

- Degree in Computer Science, Data Science, Data Engineering, or a related field, with relevant certifications.
- At least two years of experience in data automation and engineering, with a portfolio that includes academic projects or work.
- Proficiency in data engineering and automation technologies, including advanced SQL, JavaScript, CSS, HTML, and version control systems like Github or SVN.
- Experience with data visualization tools like Looker Studio and data warehousing tools such as BigQuery.
- Understanding of various database types (Relational, NoSQL, etc.), and OLAP/OLTP systems.
- Familiarity with machine learning and predictive analytics is highly desirable.
- Strong analytical skills, with the ability to resolve technical issues systematically.
- Excellent verbal and written communication skills, with a positive and growth mindset.
- Ability to work independently, maintain confidentiality, and manage time effectively.

Contacts

- Students, Staff and Vendors

Working Conditions

- School Environment
- Working hours 8am to 5pm, Monday to Friday

Terms of Employment



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- Working Hours: 8:00 am – 5:00 pm, Monday to Friday
- Annual Leave: 21 working days
- Medical Benefits: Medical insurance provided where applicable
- Sick Leave/Hosp: 60 days hospitalization leave including 14 days sick leave
- Probation Period: 3 months from date of commencement
- Referee request: Required
- Background Check: Required

Stamford American International School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Pre-employment background checks are mandatory and appointments are strictly subject to confirmation that all reference and background checks are completed to the satisfaction of Cognita, Stamford's parent organization.

We are an equal opportunity employer and disallow discrimination of age, ethnic origin, nationality, gender, religion, sexual orientation, family status, pregnancy, marital status, medical or mental health history, physical characteristics or disability. We welcome applications from all qualified candidates.

Please note that only shortlisted candidates will be notified.