

## JOB DESCRIPTION

<b>JOB TITLE:</b>	<b>Data Scientist</b>
<b>GRADE:</b>	<b>5</b>
<b>REPORTING TO:</b>	<b>Data Warehouse Manager</b>
<b>THEME/PRODUCT:</b>	<b>Connecting Data</b>

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### ROLE SUMMARY

The Data Scientist is a key contributor to delivering high-quality analytical services that enable data-driven decision making across the organisation. As an enthusiastic and service-focused colleague, you will ensure the highest standards in data science delivery including data collection and processing, statistical analysis, predictive modelling, and the responsible use of machine learning and AI. You will identify opportunities to improve the generation of actionable data insights through analytical methods, providing training, guidance and feedback to colleagues to drive continuous improvement and deliver excellent service outcomes.

Reporting into the Data Warehouse Manager and working closely within the ICT Directorate, you will play an important role in developing a data-driven culture that delivers strong results, supports service excellence and upholds our values and brand. You will present analysis and actionable insight clearly and confidently to both technical and non-technical stakeholders, ensuring leaders have the evidence they need to make informed decisions.

Through strong collaboration, curiosity and a commitment to innovation, you will help improve the organisation's analytical capability and unlock the value of data for colleagues and customers.

### MAIN DUTIES & RESPONSIBILITIES

#### Data Collection, Processing & Quality

- Collect, clean, and preprocess data to ensure accuracy, completeness and readiness for analysis.
- Collaborate with the data engineers and analysts to deliver high-quality, scalable data solutions.

### **Statistical Analysis, Modelling & Insight Generation**

- Apply statistical and visualisation techniques to analyse data, identify trends, patterns and anomalies, and generate meaningful insights.
- Analyse large, complex datasets to identify patterns and trends, translating insights into actionable product recommendations.
- Design, develop and deploy predictive and machine learning models into production to solve business problems and support decision-making.
- Drive innovation in algorithm design, optimisation, and the use of deep-learning and AI where appropriate.
- Translate analytical outputs into clear, actionable insight that informs business decisions.

### **Data Visualisation & Reporting**

- Create impactful data visualisations, dashboards and reports that communicate complex information in a clear and accessible way.
- Present analysis and recommendations through briefings, written reports, presentations and discussions tailored to technical and non-technical audiences.

### **Collaboration, Business Engagement & Delivery**

- Automate repetitive analytical tasks to improve efficiency and consistency.
- Work with the transformation programme and teams across the organisation, playing an active role in the data community to deliver robust analysis, practical insights, and measurable improvements to the business.
- Consult with business functions and customers to understand their analytical needs.

### **Continuous Improvement & Professional Development**

- Stay current with emerging data science trends and emerging technologies, particularly in AI and GenAI.
- Support team members, creating a positive collaborative environment where everyone can perform at their best.
- Role-model the values and culture of and help embed business change and service improvement through data-driven practices.

### **General**

- Managing health and safety issues in your area of responsibility in line with the relevant section(s) of the relevant Health and Safety Policy.
- Complying with business confidentiality and information security policies, in line with GDPR and relevant legislation.



- Live believe housing's values and behaviours, doing the right thing for our customers, our business, and our people.
- To deliver financially viable and economically effective services, seeking to gain maximum benefit from the use of resources and increasing social value.
- Your duties may vary from time to time within the broad remit of your role and grade. You are required to undertake any such reasonable and appropriate duties.

## PERSON SPECIFICATION

Essential & Desirable Criteria	Method of Assessment
<b>Qualifications</b>	
<ul style="list-style-type: none"> <li>A degree in a STEM field such as Data Science, Computer Science, Mathematics, Statistics, Physics or Engineering. (E)</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Pre-employment checks</li> </ul>
<b>Experience</b>	
<ul style="list-style-type: none"> <li>Strong record of achievement in delivering data science and analytics services. (E)</li> <li>Experience working as part of an effective, collaborative team. (E)</li> <li>Experience working with large datasets and applying machine learning techniques to real-world problems. (E)</li> <li>Hands-on experience using data manipulation and ML tools (e.g. TensorFlow, PyTorch, Pandas). (E)</li> <li>Experience working with Generative AI tools and approaches (e.g. custom LLMs, RAG, vector databases). (D)</li> <li>Experience in configuring cloud environments, particularly in the context of machine learning pipelines and workflows. (D)</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>
<b>Knowledge</b>	
<ul style="list-style-type: none"> <li>Comprehensive understanding of data science services, including analytics, modelling, and machine learning processes. (E)</li> <li>Understanding of governance practices, data quality management, and data ethics. (D)</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>
<b>Skills</b>	
<p><b>Data Science &amp; Technical Skills</b></p> <ul style="list-style-type: none"> <li>Strong programming skills, ideally in Python or R. (E)</li> <li>Solid SQL skills for data query and transformation. (E)</li> <li>Proficiency in statistical methods, probability, and hypothesis testing. (E)</li> <li>Experience developing predictive models using machine learning techniques. (E)</li> <li>Ability to develop and optimise algorithms, applying innovative approaches to solve business challenges. (E)</li> </ul> <p><b>Data Visualisation &amp; Reporting</b></p> <ul style="list-style-type: none"> <li>Proficiency in business intelligence tools (e.g. Power BI, Tableau, Qlik). (E)</li> <li>Ability to interpret, analyse and produce relevant management information. (E)</li> </ul>	<ul style="list-style-type: none"> <li>Application Form</li> <li>Interview</li> </ul>

<ul style="list-style-type: none"> <li>• Excellent written, presentation and interpersonal communication skills, with the ability to translate complex findings for non-technical stakeholders. (E)</li> </ul> <p><b>Analytical &amp; Problem-Solving Skills</b></p> <ul style="list-style-type: none"> <li>• Critical thinking and strong analytical capability to develop innovative, data-driven solutions. (E)</li> <li>• Ability to identify trends, anomalies and insights to support decision-making. (E)</li> <li>• Ability to take ownership of decisions, applying sound judgement and effective risk management. (E)</li> </ul> <p><b>Service Delivery &amp; Professional Skills</b></p> <ul style="list-style-type: none"> <li>• Ability to deliver data science services in line with service level agreements or service standards. (E)</li> <li>• Ability to manage risks while maintaining a balanced, non-risk-averse approach. (E)</li> <li>• Ability to collaborate effectively across organisational functions to define problems and implement solutions. (E)</li> <li>• Ability to work on projects and deliver successful outcomes. (E)</li> <li>• Ability to work collaboratively with analysts and data engineers to deliver improved data services and documented processes. (E)</li> </ul>	
<p><b>Behaviours</b></p>	
<ul style="list-style-type: none"> <li>• <b>Care about the basics</b> – you ensure best practice is in place, and use resources effectively</li> <li>• <b>Work well together</b> – you give context and clarity, join up how we approach our work, and break down silos</li> <li>• <b>Achieve great results</b> – you celebrate success, set clear expectations and provide opportunities to learn from the things that go wrong.</li> <li>• <b>Keep improving</b> – you promote meaningful change, create opportunities for improvement and make it happen</li> <li>• <b>Be at our best</b> – you lead with integrity</li> <li>• <b>Make a positive difference</b> – you actively collaborate, create effective partnerships and encourage autonomy</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> </ul>