

ROLE DESCRIPTION

Job Title	Data Analyst (Transport)
Salary Band	SCP 27 – 32
Reporting to	Lead Transport Economist
Directorate	Policy and Strategy
Service Area and sub area	Evidence, Research and Intelligence
Team	Transport Analysis Team
Political Restriction	No

1. Primary Purpose of the Post
To analyse and process a range of national, regional and new data sets to inform policy development and investment decisions across the Combined Authority's main policy areas with a focus on transport. To communicate and present data in a clear and digestible format and to identify relevant messages to inform effective policy decisions.
2. Your responsibilities
<ul style="list-style-type: none"> Analysing and interpreting publicly available, open source and new data sets (eg DfT data, ONS, Nomis, census data, new data through web scraping, API), to inform and support policy making and investment decisions in the Combined Authority's main policy areas, with a focus on transport. Monitoring the external environment for relevant data updates and primary research data relevant to the Liverpool City Region. Managing and maintaining large scale data sets, using Advanced Excel and other packages as required. Keeping up-to-date with latest technologies and programmes for data collection, analysis, and presentation.
3. General Corporate Responsibilities
<ul style="list-style-type: none"> To provide analysis and information to support the implementation of the City Region's Devolution agreement and wider strategic priorities. To provide analysis and information to support the development of effective city region and cross-portfolio collaboration. To provide data and information to support advice to the Senior Leadership Team, Metro Mayor and LCRCA on significant policy decisions. To take responsibility for the achievement of specific work streams in project plans. To support the Senior Leadership Team to embed a culture that places customers first, adopts a can-do approach and focuses on communities and working locally. To contribute to the corporate management of the strategic risks facing the LCRCA. To share and communicate a clear understanding of the LCRCA priorities across the Directorate and promote efficiency targets and initiatives. Promote understanding of and adherence to the Combined Authority's core values by modelling appropriate behaviours and encouraging others to do likewise. Promote and encourage continued improvement in service quality and efficiency.



- To participate in all aspects of training and development as directed and to use all relevant learning opportunities to improve personal skills so as to improve effectiveness and efficiency of service delivery.
- Support the Combined Authority's commitment to equal opportunities and promote non-discriminatory practices in all aspects of work undertaken.

4. Recruitment Plan

Short listed applicants will be invited to attend an interview.
Interviews are expected to take place at the beginning of July.

PERSON SPECIFICATION

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Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
A subject relevant degree or equivalent	E	Application
Evidence and commitment to continuous personal and professional development	D	Application

Experience and knowledge	E = Essential D = Desirable	Identified By
Experience of quantitative data analysis	E	Application, Interview
Knowledge of the main publicly available socio-economic/transport datasets	D	Application, Interview
Experience of communicating and presenting data, and the key messages from that data, in a clear and digestible format	E	Application, Interview
Experience of managing and maintaining large scale data sets, using Advanced Excel, SQL etc.	D	Application, Interview
Evidence of keeping up-to-date with latest technologies and programmes for data collection and analysis.	D	Application, Interview
Experience of operating effectively and collaboratively as part of a team.	D	Application, Interview

Skills and abilities	E = Essential D = Desirable	Identified By
Strong quantitative analysis skills with ability to identify and communicate the key messages from quantitative data analysis	E	Application, Interview
Good written and oral presentation skills with ability to present complex ideas in a clear and comprehensible way.	D	Application, Interview
Ability to meet challenging deadlines.	D	Application, Interview

Personal Attributes	E = Essential D = Desirable	Identified By
An understanding of and a personal commitment to the Vision and Aims of Liverpool City Region Combined Authority.	D	Application, Interview
A commitment to providing a high-quality customer service and ensuring service standards are met.	D	Application, Interview



Commitment to and understanding of equal opportunities.	D	Application, Interview
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Core Behavioural Competencies	E = Essential D = Desirable	Identified By
Knowledge of the key issues facing the City Region.	D	Application, Interview
Excellent quality, time management and organisational skills.	D	Application, Interview

Key to Assessment Methods:

KO – Knockout question	A - Application	P – Presentation	T - Test
FQ – Filter Question	I – Interview	E – Exercise	AC – Assessment