

Job Description

Job Title: Data Warehouse Developer
Position Code: FE07
Job Classification: Exempt

Supervisor: Supervisor II Information Systems
Pay Grade: 42
Contract Length: 245

Job Summary

This position develops data warehouse business intelligence applications to support the academic and administrative initiatives necessary to improve efficiencies and effectiveness, reduce operational costs, ensure regulatory compliance and minimize risk. This includes the development of stored procedures, views, DTSX packages, and queries to augment and enhance reporting solutions, analytic tools and customer-centric dashboards. The Data Warehouse Developer is responsible for ensuring the accuracy, normalization, and synchronization of all integrated. Position conducts system testing, software debugging and oversees issue resolution. The Data Warehouse Developer details functional and technical requirements via process documentation as well as configures data warehouse technologies to conform to information security and data governance guidelines and best practices.

Essential Duties

1. Develop and manage effective working relationships with other departments, groups and personnel with whom work must be coordinated or interfaced. Leads requirement and design review meetings.
2. Gather and document functional and technical requirements and translate requirements into interactive reporting solutions, analytic tools and dashboards using the methodology of the software development lifecycle.
3. Cultivate an in-depth understanding of underlying data, data structures, process logic, and business uses to ensure software meets stakeholder needs.
4. Create simple to complex data solutions by leveraging efficient database design, performance tuning, and SQL optimization using industry best practices in data migration, integration, and analysis while maintaining usability, reliability, and scalability requirements.
5. Coordinate quality control, peer review, gap analysis, and process documenting to ensure integrity of the data solutions provided to users.
6. Load data from disparate source systems as they are identified into data warehouse repository using established ETL and data validation standards.
7. Develop key operational, financial and academic dashboards and metrics.
8. Provide support as required to ensure the availability, applicability, and optimized performance of developed reports and dashboards for both external and internal users.
9. Configure and customize Data Warehouse technologies to follow information security and data governance guidelines and best practices.
10. Work with Microsoft data warehouse toolset to design, implement, code and test complex programs and scripts. This includes SSIS, SQL Server and Visual Studio.

Other Duties

1. Performs any other related duties as assigned by the Supervisor II, Information Systems and other appropriate administrators.

Job Specifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

Minimum Qualifications (Knowledge, Skills and/or Abilities Required)

Bachelors of Science in Computer Science or Information Systems preferred and/or considerable related experience in systems analysis and support. Relational Database Management System programming a plus. Proficient Transact SQL scripting in a Microsoft SSMS and Business Intelligence Development Studio preferred. IBM Cognos Business Intelligence and Performance Management software suite experience a plus. Must have demonstrated analysis, problem solving and decision making abilities. Excellent communication and organizational skills. Ability to maintain confidentiality. Strong analytical and detail-oriented aptitude; high degree of accuracy required. Experience with systems administration and role based security preferred. Excellent time management skills.

Working Conditions & Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, to enter data into a computer terminal; to see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels; physical agility to lift up to 25 pounds; to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in an office or school environment. The noise level in the work environment is usually moderate.

Supervision Exercised: None

Supervision Received: Supervisor II, Information Systems

This job description in no way states or implies that these are the only duties to be performed by this employee. The Data Warehouse Developer will be required to follow any other instructions and to perform any other related duties as assigned by the Supervisor II, Information Systems, or appropriate administrator. Newport News Public Schools reserves the right to update, revise or change this job description and related duties at any time.

Approvals:

Supervisor

Date

I acknowledge that I have received and read this job description.

Employee Name (Print)

Signature

Date