Kent County Council
Job Description: ASCH Technical Performance Analyst

Directorate:	Adult Social Care and Health
Unit/Section:	Business Development Unit – Systems and Performance Team
Grade:	KR9
Responsible to:	ASCH Senior Technical Performance Analyst

Purpose of the Job:

The Post holder will support the Senior Technical Performance Analyst by assisting in the effective use of reporting architecture and tools in order to extract, analyse and present social care information.

Main duties and responsibilities:

- To write system reports to support the use of business systems and the effective use of management information by users.

- Specify and develop reports from the range of systems used to support Adult Social Care and Health, Financial and Commissioning system to provide the full context of information presented and how this can be used to inform decision-making.

- Support staff within Adult Social Care and Health to develop their technical knowledge and skills, optimising their ability to use report-writing tools effectively to provide accurate information on clients and their support needs.

- Respond to specific technical requests and analysis in a timely manner, ensuring response can be understood by the intended audience to best support the business in interpreting and responding to the data presented.

- Complete statutory returns within the set timescales to meet the requirements of Adult Social Care and Health by central government.

- Always ensure compliance with information governance requirements to reduce risks of data breaches and poor inspection ratings.

- Keep up to date with changing technology, maintaining technical knowledge and skills.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council
Person Specification: ASCH Technical Performance Analyst

The following outlines the criteria for this post.   Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	• Relevant degree level study or equivalent qualification. • Clear commitment to further personal and professional development.
EXPERIENCE	• Experience of social care client systems • Experience of writing reports in a range of Business Intelligence applications: SSRS, Business Objects, Power BI and Crystal Reporting. • Established experience of managing, building, analysing and reporting on large, complex datasets and using Data Warehouses and Data Lakes. • Experience of using SQL Reporting Technologies (MS SQL Reporting Services, Visual Basic, Access Reporting etc.) • Advanced Microsoft application skills.
SKILLS AND ABILITIES	• Able to lead on complex technical tasks leading to coherent and well-informed guidance/advice to performance staff, customers and stakeholders. • Ability to use technical knowledge and experience to identify and resolve complex problems. • Ability to understand the priorities and importance of own workload and to prioritise in line with team objectives.
KNOWLEDGE	• Knowledge of Power BI and the technical aspects required to implement and maintain a working environment.
BEHAVIOURS AND KENT VALUES	**Kent Values:** • **We are brave. We do the right thing, we accept and offer challenge** • **We are curious to innovate and improve** • **We are compassionate, understanding and respectful to all** • **We are strong together by sharing knowledge** • **We are all responsible for the difference we make**