

1. POSITION DETAILS

Position Title	ETL Developer	Date Approved	
Portfolio	Commissioning & Compliance	Contract Period	Until 30 June 2024
Classification	Level 5	Salary range	\$80,000-90,000
Version update	1	J&P last updated	Created March 2022

2. POSITION CONTEXT

<p>Organisational overview</p>	<p>Why We Exist A healthier Adelaide by 2030.</p> <p>Mission We will:</p> <ul style="list-style-type: none"> • Connect and facilitate a quality health system • Ensure that you are heard, consulted and empowered • Work with you to improve your health outcomes • Improve your experience of the health system and your outcomes • Ensure health providers work together • Respond to health needs of the most vulnerable in our community. <p>Our Signature Behaviours</p> <ul style="list-style-type: none"> • Do what we say we will do. • We are consistently transparent and timely. • We use our people and resources wisely. • Work, achieve, and celebrate together.
<p>Job purpose statement</p>	<p>The ETL Developer will be responsible for designing and implementing automated processes to feed data into the data warehouse. Having quality and timely data will enable the organisation to make better decisions around the management and selection of contracts. Automating the transfer of data from external sources, performance reporting from providers and collation of other health data will allow the Data Analysts to produce accurate and timely reports.</p> <p>The ETL Developer will be responsible for:</p> <ul style="list-style-type: none"> • Developing or configuring applications to receive data from CSPs; • Automating ETL processes by developing SSIS packages and SQL stored procedures; • Monitoring that ETL processes continue to function correctly and execute regularly. <p>The ETL developer will act as a backup resource for the follow tasks:</p> <ul style="list-style-type: none"> • Peer reviewing the design of the data warehouse; <ul style="list-style-type: none"> • Contributing to the development of data specifications for the purpose of data collection; • Assisting with the development and peer reviewing of PowerBI dashboards and reports.

Reporting/working relationships	<p>Reports to:</p> <ul style="list-style-type: none"> • Operations Manager IT, Reporting & Governance <p>Supports the following roles:</p> <ul style="list-style-type: none"> • Data Warehouse Developer – Provide feedback and input on data warehouse design. • Data Analyst – Directly supporting the use of data stored in the data warehouse.
Special conditions	<ul style="list-style-type: none"> • Some out of hours' work may be required. • Intrastate and interstate travel may be necessary. • Appointment is made subject to ongoing satisfactory screening and criminal history checks. • Must hold and maintain a current Driver's Licence & insurance. • Must be able to use own vehicle (reimbursement of kms costs made in accordance with the ATO). • Adelaide PHN is a smoke free workplace. • Participate in Performance Review & Development process every 6 months.

3. ESSENTIAL MINIMUM CAPABILITIES

Skills and abilities	<ul style="list-style-type: none"> • Excellent SQL skills including: <ul style="list-style-type: none"> ▪ Writing efficient queries ▪ Intelligent use of indexes, keys and CTEs, views, stored procedures ▪ Modelling and designing normalised table schemas • Building and troubleshooting ETL pipelines <ul style="list-style-type: none"> ▪ Programming and design skills required to build data pipelines / SSIS packages • Mature development practices including: <ul style="list-style-type: none"> ▪ Understanding of source control ▪ Merge requests / peer reviews ▪ CI/CD and maintaining multiple environments ▪ Writing tests and developing migration processes • Excellent interpersonal, oral, and written communication skills, with a high level of attention to detail • Intellectually curious – demonstrates a commitment to ongoing learning and development with a growth mindset that is applied practically in terms of continuous improvement and innovation • Ability to understand the full nuances of data • Excellent troubleshooting skills
Attributes	<ul style="list-style-type: none"> • Behavioural flexibility. • Act with integrity. • Value diversity. • A passion and commitment to improving primary health outcomes within our community. • A sense of humour.
Experience	<ul style="list-style-type: none"> • 2+ years' experience in supporting the operation of a data warehouse. • Microsoft platform knowledge and experience working with SQL Server and SSIS • Experience developing ETLs based on SSIS and store procedures • You must have demonstrated experience working with: <ul style="list-style-type: none"> ▪ SQL 2014/2016 ▪ ETLs, DWH and Cubes • Previous experience in a similar role and/or a similar not for profit or research environment • Experience in identifying and classifying sensitive data
Knowledge	<ul style="list-style-type: none"> • Demonstrated knowledge of data warehousing principles • Knowledge of the PMHC MDS specification desired but not required.
Qualifications	<ul style="list-style-type: none"> • Appropriate tertiary qualifications or relevant experience.

4. ORGANISATIONAL REQUIREMENTS

Compliance

- Support the aims and objectives of Adelaide PHN through understanding and implementation of the Adelaide PHN Strategic Plan and Objectives.
- Be aware of and adhere to Adelaide PHN's policies and procedures.
- Participate in Adelaide PHN Quality Improvement.
- Demonstrate a commitment to our Adelaide PHN Values and Signature Behaviours.

5. ACKNOWLEDGEMENT AND APPROVAL

Key results and accountabilities for this position should not be considered definitive. Accountabilities and outcomes may be added, deleted or modified, in consultation with staff as necessary. Job & Person Specifications will be reviewed in line with Performance Review & Development processes unless required earlier.

Employee:		Signature:	Date:
Manager:		Signature:	Date:
CEO:	Michelle McKay	Signature:	Date: