### Job Description

**Job title: Senior GIS/Data Analyst**

**Grade: 8 Post number: GLA896**

**Directorate: Communities and Intelligence**

**Unit: Intelligence Unit**

#### Job purpose

To support the work of the Intelligence Unit through the carrying out spatial data analysis using data science approaches, producing innovative, customised and interactive web mapping applications and by managing and maintaining databases.

#### Principal accountabilities

1. Create mapping visualisations of data and perform spatial data analysis in support of other Directorates, responding to ad-hoc requests and enquiries as required.
2. Design, develop, and implement customised interactive web mapping applications for use on the GLA’s website and London DataStore. This will include interactive maps aimed at professional users and maps for the general public.
3. Knowledge and experience of database design and ability to write SQL queries.
4. Using statistical scripting packages such as Python and R to perform analysis to support decision making as well as to automate processing.
5. Ensure that the GLA’s PSMA and commercial data products are up to date and available to the wider organisation by taking an active role in managing and promoting database use.
6. Promote and support the use GIS across the organisation, including helping professionals from other disciplines to complete mapping tasks and assisting with the delivery of the in-house GIS training course when required
7. Working with the JavaScript Developer, the Technology Group and the Web Team, explore and implement innovative uses of technology
8. Continue to enhance the range of thematic datasets held centrally through liaison with data leads in other GLA departments and partner organisations
9. Keep abreast of new developments and innovations that may impact on the GLA’s policies, strategies and data requirements, via liaison with a range of regional, national, international, professional and other bodies dealing with Geographic Information. Maintain an awareness of, and contribute to, other aspects of the work of the Intelligence Unit
10. Manage staff and resources allocated to the job in accordance with the Authority’s policies and Code of Ethics and Standards
11. Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this job, and participating in multi-disciplinary, cross-department and cross-organisational groups and project teams

#### Key contacts

**Accountable to:**  GIS & Infrastructure Manager

**Accountable for:** Resources allocated to the job, to include specialist software, hardware and data. Manages the Assistant GIS Officer

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| **Principal contacts**: | Specialist GIS, research and IT staff in the GLA and London Boroughs; a range of international, national and London organisations; government and commercial data providers |

**Person specification**

**Technical requirements/experience/qualifications**

1. A strong technical and analytical background evidenced by a qualification in GIS (or a related subject) or equivalent professional experience.

2. Detailed knowledge of GIS in practical use, and evidence of commitment to keep abreast of new developments.

3. Experience of advanced working with desktop GIS tools including ArcGIS Desktop.

4. Experience of automating the transformation of data and data engineering (eg FME software).

5. Experience of working with ESRI ArcGIS Server and developing map services for use with ArcGIS JavaScript API or other web mapping technologies such as OpenLayers, OpenStreetMap API.

6. Knowledge of the following programming or scripting technologies including: JavaScript, CSS, HTML.

7. Experience of performing data analysis in open source statistical packages such as Python or R

**Behavioural competencies**

**Research and Analysis**

… is gathering intelligence (information, opinion and data) from varied sources, making sense of it, testing its validity and drawing conclusions that can lead to practical benefits.

Level 1

* Uses a variety of methods and sources to gather relevant data and information
* Checks accuracy of data and information before using it
* Assesses trends in data and spots connections to draw meaningful conclusions
* Summarises research outcomes in a clear and concise way
* Focuses on the research goal, working in a systematic way

**Problem Solving**

… is analysing and interpreting situations from a variety of viewpoints and finding creative, workable and timely solutions.

Level 2

* Processes and distils a variety of information to understand a problem fully
* Proposes options for solutions to presented problems
* Builds on the ideas of others to encourage creative problem solving
* Thinks laterally about own work, considering different ways to approach problems
* Seeks the opinions and experiences of others to understand different approaches to problem solving

**Planning and Organisation**

… is thinking ahead, managing time, priorities and risk, and developing structured and efficient approaches to deliver work on time and to a high standard.

Level 1

* Plans and prioritises own workload to meet agreed deadlines
* Advises colleagues or manager early of obstacles to work delivery
* Perseveres and follows work through to completion
* Checks for errors to ensure work is delivered to a high standard first time
* Effectively juggles priorities

**Stakeholder Focus**

… is consulting with, listening to and understanding the needs of those our work impacts and using this knowledge to shape what we do and manage others’ expectations.

Level 2

* Seeks to understand requirements, gathering extra information when

needs are not clear

* Presents the GLA positively by interacting effectively with stakeholders
* Delivers a timely and accurate service
* Understands the differing needs of stakeholders and adapts own service

accordingly

* Seeks and uses feedback from a variety of sources to improve the GLA’s service to Londoners

**Decision Making**

… is forming sound, evidence-based judgements, making choices, assessing risks to delivery, and taking accountability for results.

Level 1

* Takes personal responsibility for own decisions
* Makes straightforward decisions to progress own work
* Asks others for input, recognising the benefit of more than one perspective
* Understands which decisions are within own area of responsibility and which to pass to others
* Understands the risks associated with decisions, informing others of these risks

**Building and Managing relationships –**

… is developing rapport and working effectively with a diverse range of people, sharing knowledge and skills to deliver shared goals.

Level 1

* Builds rapport quickly with people at all levels and from different

backgrounds

* Actively listens to others and is open to their ideas
* Identifies and resolves conflict between self and others
* Makes others feel comfortable and respected by being positive and friendly
* Shares information openly with colleagues within and outside own team

#### Working Patterns

This post does not require any unusual work patterns.

**Reasonable adjustment**

Reasonable adjustment will be made to working arrangements to accommodate a person with a disability who otherwise would be prevented from undertaking the work.

Name of job description author: Paul Hodgson

### Date job description prepared: 25th Sept 2018

#### Structure chart

Structure chart to be included. Available from HR.