

## Job Description

### Data Warehouse Developer

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## Key Information

### Title

Date Warehouse Developer

### Reports to

Dominic Szambowski  
*CEO and President*

### Organisational Area

ICMS Data Analytics (IDA)

### Positional Summary

This position is about providing a high level of support in the organisation's Data Analytics initiatives to support the staff throughout the college in operational, compliance and strategic areas. This will involve advanced SQL Development skills with SSIS, SSRS and SSAS using SQL Server 08/12/14 to perform data acquisitions and data management activities. The position will be foundational to the goal of building a Data Warehouse that will integrate the key data from our major databases. Therefore, this position requires advanced data analysis and integration skills to accomplish the strategic goals of the college.

### Location

ICMS Manly Campus

### Type of Appointment

Full-time Fixed Term 12 months

### Salary

Remuneration Package: \$100,000 p.a.

### How to Apply

All applications must be submitted with a cover letter and resume to [work@icms.edu.au](mailto:work@icms.edu.au)

### For Further Information

For information on position responsibilities and requirements, please see the position description attached to this document

Intending applicants are welcome to seek further information about the position from:

Blair Courtney-O'Connor  
*Strategic Finance*  
Ph: +61 (2) 9466 1172  
[blair@icms.edu.au](mailto:blair@icms.edu.au)

## The International College of Management, Sydney

### About us

For over 20 years, The International College of Management has worked to realise the ambitions of the visionary Australian's who founded it. Our journey so far has validated their courage and vision. ICMS's achievements are remarkable and it is unique as a higher education provider at every level of the organization – its culture, size, location, ownership and organizational structure, management and business model.

ICMS is a private entity in an industry controlled and dominated by the public sector. Yet ICMS is exceptional because it has been built upon the understanding that quality matters and it has been at the forefront of career focused education. Last year this was recognized when ICMS was awarded the NSW Exporter of the Year in the Education category.

Private higher education will continue to have an essential part to play in the development of the Australian education system. ICMS is a living breathing example of that contribution and the influence of the college will continue to be disproportionately greater than its size. ICMS has created a legacy that continues to be felt in Australia and around the world. ICMS Alumni are industry leaders and their influence is felt across a multitude of institutions.

### ICMS Vision

ICMS is a guiding light in the higher education sector because we strive to be the leading institution in Australia for career focused education. This is seen in the quality of our teaching and learning, the integration of industry training, the multitude of industry partnerships, the professionalism and excellence of the college in all our activities, and the breadth of the corporate scholarship program. As an education institution ICMS understands that the orientation of all that we do needs to be upon career. We are not an isolated institution but one that serves students in enhancing their careers for decades to come, and as an education college we are therefore an integral part of the development of society at large. Therefore, the vision for ICMS is:

“Australia’s leader of career focused education”

### ICMS Purpose

ICMS exists to serve its students by empowering them to achieve success in both of their personal and professional lives. Education is the powerful tool by which we accomplish this purpose and our philosophy of education is built upon an intimate marriage between study and experience. The combination of both study and experience ensures that we have a holistic approach to education and we are confident that these are the right ingredients for personal success in the life of each individual student who walks across our doorstep. Our passion is to empower every ICMS student so that they are employed on the day of their graduation and they go on to become the heroes of the organization that they are part of. Therefore, the purpose of ICMS is:

“Educating students for personal success in their professional life”

## ICMS Values

The values of ICMS are the things that we hold dear as an organization because they have been distilled from years of refinement in the turbulence of a highly competitive industry. They are what makes us distinctive and they underpin the culture which infuses the entirety of our endeavours, and will continue to shape the lives of our students and business partners for years to come.

Value	Description
GROWING AND DEVELOPING	ICMS from its inception has pursued excellence in everything that we do, which requires a culture of continual improvement so that we are always looking for areas of growth. This necessitates deep seated persistency so that we never give up and we have the confidence to pursue original ideas, whatever barriers are before us, and wherever they lead.
CONSTRUCTIVE BEHAVIOUR	ICMS prides itself as an organisation of integrity and ethical behavior where we are committed to do the right thing even in difficult circumstances. We are devoted to the wellbeing of others and always strive to do the best we can. This will mean being inclusive, open and respectful so that we can work together harmoniously valuing, enabling, rewarding and celebrating our collegiality.
ACCOUNTABLE	ICMS is an organisation built of people for people, and we are dependent upon each other to do our job or task. Therefore, we accept responsibility to achieve the designated outcome and hold each other accountable. This will mean that we have clear and unambiguous lines of leadership and communication. This will result in better outcomes for our community, the environment, the nation and the world.
APPLIED	We are an institution that understands the holistic nature of each individual. Therefore, we are committed not just to the theoretical but also the practical, not just the abstract but also the concrete. Therefore, our studies are applied and our work is hands on.
PROFIT AND GROWTH IDEOLOGY	As a private Higher Education provider ICMS is steadfast in being a profitable institution. For too long in the education sector profitability has been looked upon in a negative light, but we believe the opposite is true. When we are growing and profitable the benefits flow out to the students, the staff, the community and nation. We work hard together so that we can collectively benefit from the growth of the organisation.

## The Benefits of Working at ICMS

At ICMS we believe that we are contributing to the greater good of our students and their future lives. What our students go on to do creates ripple effects that continue to spread throughout the world. We believe that we are making a positive difference to thousands of lives and working at ICMS will give you the opportunity to be part of that.

We are an organisation that has worked very hard at building a culture that is fundamentally different from other Higher Education institutions in Australia. It is familial in nature with an overarching behavioural style that is defined as constructive. It is comprised of achievement focus, individual self-actualisation, humanistic communication, and affiliative collaboration. Fundamental to this culture is our talented staff who are invaluable and we firmly believe that they are our most important asset in building an organization of this calibre.

We also believe in empowering our staff through a commitment to their ongoing development. We like to see our staff grab hold of opportunities for personal expansion and growth in multiple facets of career life. There are opportunities for increased responsibility and leadership through a variety of different avenues.

In addition to these areas, we offer a wide variety of financial and non-financial benefits to our staff:

- Competitive base salary
- Work-life balance
- Personalized training and development
- Working in a diverse community with people from a variety of different nationalities
- Multiple transport options and on campus parking
- Lunch is provided
- Access to on campus activities

Join our community and be a part of a revolutionary organisation.

## Position Details

<b>Position Title</b>	Data Warehouse Developer
<b>Organisational Area</b>	ICMS Data Analytics (IDA)
<b>Reports To</b>	Dominic Szambowski – <i>CEO and President</i>
<b>Location</b>	Manly, Sydney, Australia
<b>Type of Appointment</b>	12 month contract
<b>Salary</b>	\$100,000 p.a.

## Position Summary

This position is about providing a high level of support in the organisation’s Data Analytics initiatives to support the staff throughout the college in operational, compliance and strategic areas. This will involve advanced SQL Development skills with SSIS, SSRS and SSAS using SQL Server 08/12/14 to perform data acquisitions and data management activities. The position will be foundational to the goal of building a Data Warehouse that will integrate the key data from our major databases. Therefore, this position requires advanced data analysis and integration skills to accomplish the strategic goals of the college.

## Overview of the Department and Position Context

ICMS Data Analytics (IDA) has four main missions.

1. The first is to make data orientated and informed decisions throughout the operations of the organisation. Real-time data is utilised in day-to-day business processes so that as insights are developed by IDA they are integrated into the daily workflow. This happens through automated data feeds, individual and departmental dashboards and integration with Power BI. The benefits to the organisation are then measured so that the value of IDA is quantified.
2. The second is to develop agility in data driven strategic decision making in both the short term and the long term so that ICMS can accomplish its vision and purpose. This involves modelling new opportunities, forecasting new business models, and exploring new course development along with other initiatives.
3. The third is to undertake regular reporting that is relevant, understandable and changeable. IDA ensures that ICMS complies with government regulatory obligations. The reporting undertaken by IDA will also form an integral part of the annual business planning and strategic planning of the organization.
4. The fourth is to perform regular market research and competitor analysis using ICMS student survey data and benchmarking. This is to ensure the key stakeholders of ICMS have up to date market knowledge with a keen awareness of market trends so that ICMS can maintain its competitive advantage.

IDA works across the entire organization and therefore will interact on a regular basis with all major departments. This will enable ICMS to develop a data-driven decision making culture undergirded by good data governance that includes best practice data definition, creation, verification, curation and validation.

IDA will continue to work towards a single source of truth for ICMS by interconnecting different data sets in a centralised repository, increasing quality and usability of the data and thereby reducing siloed information and duplication of manual analysis. The goal is to provide useful, meaningful, integrated and timely advice and support on all matters pertinent to ICMS.

## Key Accountabilities

1.	In consultation with the key stakeholders develop a project timeline for IDA
2.	Contribute towards drafting an ICMS Data Governance Policy
3.	Access, clean and advise on the data across the ICMS databases
4.	Develop a data warehouse by interconnecting the different data sets in a centralised repository
5.	Refine the data collection according to the report generation requirements of the organisation
6.	Manage the collection and integration of data for market research and competitor analysis
7.	Other duties, consistent with the role, as requested by key personnel

## Key Relationships

### Internal

Main Contact	Frequency	Purpose
CEO and President	As Required	Provision of high level planning analysis
Strategic Finance	Weekly	Ongoing management of project timeline
Vice President – Information Technology	Weekly	Integration with the current IT infrastructure
Project Control Group: Power BI	Monthly	Provide direction and monitor the progress of IDA

### External

Main Contact	Frequency	Purpose
Liaison with consultants and other external suppliers	As required	Seek specialist advice from or provide information to, for efficient service delivery
External government agencies	Ongoing	To collect required information for planning and reporting requirements and to respond to queries

## Knowledge, Skills, Experience and Qualifications

	Essential	Desirable
Strong development background in SQL Server 2012/2014	X	
Perform a range of data migration and manipulation activities including data analysis, data mapping, data modelling, data cleansing	X	
Design and develop ETL processes	X	
Analyse tables in databases to establish knowledge of data for accurate manipulation and retrieval as well as population of data	X	
Strong MDX and DAX query skills	X	
Extensive experience of T – SQL Development, SSIS and SSAS	X	
Strong track record of designing and implementing data warehouse solutions and dimensional modelling	X	
Strong understanding of Kimball methodologies		X
Highly developed organizational, analytical, conceptual problem solving skills	X	
Excellent interpersonal skills and ability to influence, negotiate and build productive relationships with internal and external stakeholders	X	
Excellent verbal, presentation, documentation skills and attention to detail	X	
Self-motivated, can work with minimal supervision and maintain performance under pressure	X	
Minimum 4 years senior Microsoft SQL Server experience or equivalent reporting framework	X	
Significant experience delivering business intelligence reporting environments	X	
Experience with front end tools e.g. SQL Reporting Services, Power BI	X	
Familiarity with Federal Government higher education policy and legislation		X
Tertiary degree in a related field such as Data Science or extensive work experience may be considered	X	



## Organisational Chart

