

<b>Position</b>	Data Engineer
<b>Reports to</b>	Head of Data Engineering
<b>Direct reports</b>	nil
<b>Band classification</b>	Level 4, HSV Enterprise Agreement 2024
<b>Date approved</b>	September 2025

## 1. HealthShare Victoria

HealthShare Victoria is a Victorian public sector entity established on 1 January 2021 as an independent, commercially oriented public sector provider of supply chain services (surety, procurement and logistics) to Victoria's public health sector.

Our purpose is to partner with Victoria's public health services, suppliers and government to ensure the right products and services are delivered to the right place at the right time, supporting better value for our public health services and better outcomes for their patients.

We work with Victoria's public health services to understand their requirements. We meet these needs by establishing collective agreements (purchasing contracts) for medical consumables, pharmaceuticals and medical equipment, as well as non-medical products and services they need via large-scale tenders.

We also play a critical role in ensuring Victoria's public health services have access to goods and services that may be in higher demand or difficult to access, including personal protective equipment (PPE), medical consumables, ICU equipment and pharmaceuticals.

We administer several compliance-related functions, and work with health services to assist them in meeting their legislative, compliance and probity obligations.

As well as providing an end-to-end health supply chain for Victoria's public health services, we extend access to our collective agreements to health or related services assessed as 'eligible services'.

Building on a spirit of change and transformation, our work supports our health service customers to deliver safe, high quality and sustainable healthcare for all Victorians.

## 2. Position summary

The Data Engineer is responsible for implementing and developing key data initiatives and data assets as per the IT strategy and roadmap. This includes designing, building and maintaining systems that allow HSV to collect, store, optimise and analyse data sets efficiently for current and future reporting needs. Key tasks include:

- data preparation (sourcing, acquisition, validation, and migration)
- data engineering (design, build and manage data pipelines)
- optimising data pipeline performance for fast retrieval and performance
- reporting, analytics, data exploration
- data security (access, backup and controlling variation)
- business intelligence subject matter expertise and training.

## 3. Specific duties and accountabilities

### Design and development

- Contribute and support the implementation of HSV data platform using Azure cloud technologies and Power BI, including ongoing development and maintenance of data management framework and development standards.
- Develop and maintain scalable data pipelines to move and consolidate data to lakehouses/warehouses from various sources, ensuring data is organised, accessible and secure.
- Design and maintain Power BI reporting applications in alignment with development standards, deliver Power BI training, conduct quality assurance for user-created reports before onboarding, and provide support to report authors across HSV as needed.
- Work with HSV business owners to identify and scope business opportunities and problems, document and vet business requirements, identify effective solutions, and communicate risks and constraints on a timely basis.
- Collaborate with Head of Data Engineering and other senior stakeholders across HSV and develop key strategic and tactical data initiatives, ensuring end-to-end tasks are undertaken and completed within the agreed scope and timeframe.
- Challenge current methods of service delivery and identify, recommend, and implement improvements. Maintain an up-to-date issues log and lead discussions in impact analysis and resolution.

- g. Develop up-to-date working knowledge of the Data Engineering team's services including systems and adhere to team procedures, development standards and project related activities. Continually monitor, assess and report agreed KPIs, especially in terms of service quality and recommend any necessary adjustments.
- h. Maintain effective relationships and communication channels with internal and external stakeholders and service partners, ensuring effective customer service delivery and open dialogue.
- i. Ensure the efficient and effective operation of information and communications technology systems and databases. Maintain knowledge of current developments in ICT, research emerging technologies and make recommendations to support improvements in customer service delivery. Use information collected from all customer interactions to inform future strategies and plans.
- j. Support and contribute to the Data Engineering team's production and delivery of training material and online help text for reference by internal or external customers, technology partners or suppliers.
- k. Participate in a technically 'hands on' manner in providing outcomes.

### Management and support

- a. Monitor scheduled processes. Investigate and resolve failures and recommend improvements as per agreed service levels.
- b. Monitor system capacity and performance. Recommend optimisations and additional capacity where required.
- c. Investigate discrepancies and work with internal and external stakeholders to resolve problems.
- d. Perform defined processes to synchronise data repositories to trusted sources and load new data where fully automated processes are not available.
- e. Plan software updates and upgrades to database, analytics, visualisation and reporting platforms, including legacy data applications. Identify and remediate compatibility issues so upgrades can proceed.
- f. Assist in data manipulation or analysis as requested by internal customers.

### Health, safety and wellbeing (BeSafe)

- a. Follows safety rules and takes responsibility for safety at a personal and team level to reduce risk to others
- b. Reports hazards, incidents and injuries and takes part in actions to eliminate hazards
- c. Shows a sense of urgency when safety issues arise
- d. Makes safety a part of the everyday by talking about ideas for improvement
- e. Attend BeSafe activities, forums and training to help create a robust safety culture at HSV

### HSV values

Uphold the HSV values:



### Collaboration at HSV

- a. Builds and maintains effective collaborative and consultative working relationships .
- b. Listens and works as a supportive and cooperative team member, sharing information and acknowledging others' efforts.

- c. Has challenging conversations as required within scope of role and personal accountabilities.
- d. Steps in to help others where required.

#### HSV strategy, policies and procedures

- a. Contribute to the delivery of HSV's strategic plan and roadmap initiatives.
- b. Comply with HSV policies and procedures and report breaches and/or risks to your people leader or another relevant stakeholder.

#### Other duties

- a. While the principal duties are detailed above, this position may be required to undertake other duties from time to time.

### 4. Qualifications and experience required

#### Academic

- a. Degree in Information Systems or similar encompassing business process and data analysis.

#### Experience

- a. Three+ years of hands-on development experience using Power BI or equivalent toolsets.
- b. Three+ years of hands-on experience in data engineering and developing reporting data models.
- c. Experience and knowledge in data lake house, data warehouse architecture and data integration.
- d. Demonstrated capability and experience in Microsoft Fabric and other Azure cloud technologies.
- e. Advanced knowledge and skills using SQL, T-SQL, Python.
- f. Strong business process and data analysis skills.
- g. Understanding of Microsoft's .NET architecture, web APIs, web-based applications, and source code control.
- h. Appropriate knowledge of and/or experience with Health Systems, catalogues, sourcing, procurement, supply chain and/or logistics.
- i. Experience in e-Sourcing, e-Procurement, contract management and/or Supplier Relationship Management (SRM) systems an advantage.
- j. Proficiency with Microsoft Technical and Office toolsets.
- k. Experience in stakeholder management at an operational level.

#### Personal

- a. Excellent interpersonal skills, including an ability to acquire information and influence others with diplomacy, tact and discretion and to engage internal and external stakeholders at all levels with respect and confidence. This includes excellent communication and presentation skills.
- b. Ability to work as a member of a team and collaborate effectively with internal and external stakeholders, as well as the ability to work in a self-directed manner, take initiative and work independently when required.
- c. Strong analytical and problem-solving skills including the ability to identify issues and develop solutions to complex business issues.
- d. Outstanding organisational skills including the ability to manage and prioritise multiple concurrent tasks, meet tight deadlines and to work in an independent, flexible manner where required.
- e. Enthusiasm, energy, inquisitiveness, initiative, and innovative thinking.
- f. Ability to maintain and respect confidentiality of the highest order and a high level of personal integrity.
- g. A continuous improvement mindset with the ability to think strategically to support department and enterprise initiatives, but also comfortable to work tactically and operationally as required.

### 5. HSV's Leadership Capability Framework

#### Everyday leaders

Everyday leaders are motivated and passionate about HSV's work and committed to delivering their work efficiently and to a high standard. They take responsibility for getting the job done and seek opportunities to collaborate and to share or gain knowledge. They understand how their work fits into HSV's strategy and are committed to the organisational vision.

Priority leadership capabilities for everyday leaders:

- Problem solver – Demonstrates problem solving within scope of role. Develops useful, workable and practical solutions to address issues, shows initiative, gets things done and owns the results.

- Operates with integrity – Acts honestly, is professional and lives HSV values.
- Works collaboratively - A team player who values all contributions and works jointly with others (internally and externally) to deliver results.
- Health and safety - Sets expectations and takes responsibility for a physically and psychologically safe culture and work environment.

## 6. Locations for work

Primary:

CBD Office: 11/50 Lonsdale Street, Melbourne VIC 3000

Secondary:

- Derrimut Distribution Centre: Foxley Court Derrimut, Victoria; and
- Dandenong Distribution Centre: Ordish Road Dandenong South, Victoria.

Some travel to HSV customer sites is a requirement of this position.

As relevant the position may be required to work from home from time to time.