



Mahi Tahī

We are one team, stronger together as we work with and for our community to deliver outcomes that matter.

#arohatōmahī

We love our work and know that our work matters. That is why we do what we say we will do and apply energy and enthusiasm across our mahi.

Manaakitanga

We put our people first by showing them that they matter, through a focus on whānau's needs and aspirations.

Tiakitanga

We proudly and professionally contribute every day to the care of our community and whenua with courage, positivity and mana – leaving a legacy which future generations will embrace.

Details

JOB TITLE	Data Engineer
REPORTS TO	Digital Delivery Lead
GROUP	Capability and Transformation
DIRECT REPORTS	Nil
FINANACIAL DELEGATIONS	N/A
WARRANTS REQUIRED	Nil
GRADE	17

Purpose

The Data Engineer works collaboratively with stakeholders across the organisation to design, build, and optimise data solutions that enable informed, data-driven decision-making. The role focuses on creating, maintaining, and using data models to transform business requirements into scalable, secure, and reliable analytics outputs that support strategic and operational outcomes.

Working collaboratively with multiple stakeholders across the Council, this role supports business improvement by analysing requirements and data needs, identifying opportunities for enhanced insights, and developing solutions that uncover trends, patterns, and root causes. By leveraging tools such as SQL, Power BI, and cloud-based data platforms, the role ensures data is accessible, accurate, and fit for purpose across the organisation.

Selecting and applying appropriate data engineering and analytical techniques is a key responsibility of this role, requiring a strong understanding of data architecture, business processes, and stakeholder needs. The position acts as a critical link between business and technical teams, ensuring solutions are aligned with the Council's strategic objectives, while maintaining effective engagement and communication throughout the development lifecycle.

The responsibilities outlined below emphasise both the technical and collaborative aspects of the role, reflecting the role's purpose to support informed decision-making.



Key Responsibility and Expected Outcomes

Power BI Service Administration

- Ensure the effective and secure operation of the Power BI Service by maintaining regular patching of the on-premises data gateway to support performance, stability, and security.
- Work collaboratively with ICT Operations to ensure data source gateways are appropriately configured, enabling reliable and consistent data connectivity.
- Maintain well-governed reporting practices by managing datasets and ensuring workspaces are organised, structured, and fit for purpose within the Power BI Service.

Data Management & SQL Development

- Work collaboratively with data owners to validate data integrity and resolve inconsistencies, ensuring reliable and trusted data sources.
- Design, optimise, and maintain SQL statements to integrate multiple data sources and enhance database structures, supporting scalable data solutions.
- Ensure data flows, transformation logic, and report calculations are accurate, consistent, and well documented to support transparency and maintainability.
- Ensure SQL statements are appropriately documented and peer reviewed prior to production release, supporting robust and reliable business intelligence delivery.
- Develop and maintain data engineering methods, tools, and documentation to transform data into suitable structures for analysis.

Business Intelligence Development

- Build and maintain custom Power BI dashboards and reports that provide clear, actionable insights to stakeholders.
- Translate business requirements into technical specifications and visualisations, ensuring accuracy and relevance.
- Implement Row-Level Security (RLS) and other access controls to safeguard sensitive data.

Integration & Digital Delivery

- Work collaboratively with subject matter experts (SMEs) and external vendors to understand and support API integrations.
- Contribute to digital delivery projects by collaborating with cross-functional teams to ensure data and analytics components are effectively designed and delivered.
- Partner with SMEs, vendors, and business stakeholders to ensure integration opportunities are identified and solutions align with Council's strategic direction and priorities.
- Support the successful delivery of digital projects by identifying dependencies, risks, and data considerations early in the project lifecycle.
- Ensure integration solutions are documented and maintainable, supporting ongoing support and future enhancements.
- Support testing and validation of integrations (e.g. API outputs, data flows) to ensure accuracy and reliability.



Data Security & Governance

- Role model appropriate IT security behaviours, promoting a culture of security awareness and accountability.
- Ensure data gateway security and access controls are regularly reviewed to maintain integrity and compliance.
- Ensure appropriate access controls are in place to protect sensitive data, in line with New Zealand legislation.
- Collaborate with the LGOIMA and Privacy Advisor to promote security awareness by educating users on data protection practices and access responsibilities.
- Respond to security incidents and identified risks in a timely manner, supporting mitigation and continuous improvement of security practices.

Relationship Management

- Collaborate with stakeholders to gather requirements and convert them into robust, scalable data solutions.
- Present insights and recommendations in a clear and compelling manner to support decision-making.
- Document processes, transformations, and logic to ensure knowledge transfer and reproducibility.

Health Safety & Wellbeing

- Promote a strong health and safety culture by proactively modelling our values and hold self and others to account to Consistently follow all health and safety policies and legislative requirements.

Council Contribution

- Actively contribute to the Capability and Transformation Group by performing duties as required, promoting a positive workplace culture, and participating in Emergency Management activities.

CAPABILITY & COMPETENCIES REQUIRED

SKILLS, KNOWLEDGE & EXPERIENCE

- Self-motivated, detail-oriented, and able to work independently while collaborating effectively.
- Strong Power BI development experience (Desktop & Service), including dashboards, reports, RLS, and proven experience delivering SSRS-to-Power BI migration programmes.
- Proficiency in DAX (Data Analysis Expressions) and Power Query (M language)
- Strong understanding of data modeling techniques and relationship
- Strong SQL skills with experience in query optimisation, and performance tuning
- Working knowledge of SQL Server administration, including database management, user permissions, and performance monitoring.
- Demonstrated expertise in Power BI, SQL, and data integration solutions.
- Familiarity with ITIL principles and working within structured IT service management frameworks, including change, incident, and problem management processes.
- Tertiary Degree, diploma, or certification in a relevant discipline or equivalent experience.
- Superb planning, organisation, and time management skills.
- Proven ability of accurate problem identification, making data-backed recommendations, and seeing solutions through.
- Confident in constructively questioning ideas, offering alternative perspectives, and guiding stakeholders toward well-informed decisions.
- Local government or complex public sector experience is preferred.



Drives Community Outcomes

Delivers impactful outcomes for the community by providing exceptional service, fostering meaningful Iwi relationships, integrating Te Reo Māori and tikanga, and continuously improving efficiency within the Horowhenua District Council landscape.

Delivery Focused

Delivers high-quality work with integrity, accountability, and efficiency, following through on commitments, engaging with Iwi where appropriate, and using digital tools effectively to achieve meaningful community outcomes.

Mana Enhancing

Builds trust by placing people at the heart of decisions, embracing diverse cultures, upholding high standards of professionalism, nurturing personal growth and self-care, and protecting the mana and integrity of relationships.

Connected

Builds strong, trust-based relationships across teams and the community through clear communication, collaboration, and cultural engagement, creating a connected and inclusive environment that drives better outcomes.

Resilient and Adaptable

Adapts to change with curiosity and resilience, maintaining focus under pressure, seeking diverse perspectives, and persevering to deliver the best outcomes for the community.



Alignment with our community outcomes



We uphold Te Tiriti o Waitangi and its principles and recognise the role of Mana Whenua as kaitiaki of their rohe. We support them to maintain and enhance tikanga with their ancestral lands and waterways, wāhi tapu and other taonga, and build mutually respectful partnerships with tangata whenua, supporting whanau, marae, hapū and iwi in achieving their aspirations.



We contribute to improving our natural environment for current and future generations to enjoy, and protect the important natural features in our district.

We ensure our built environment supports the wellbeing of our people and manage competing pressures on resources sustainably.



We provide efficient, reliable and affordable infrastructure, developing and maintaining facilities and infrastructure to meet the needs of current and future generations. Our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards, working with partners to develop infrastructure that enables growth.



We are business friendly, supporting diversity and resilience in our local economy and work with others to make our economy grow. We aspire for economic security for all of our people and seize growth opportunities for our district.



We value the diversity of our people, and how our district's heritage shapes our community's sense of identity and pride.

We provide infrastructure, services, facilities and places to build resilient and connected communities where people of all ages and backgrounds feel included and safe. We are building collaborative relationships with service providers to enable all people to live positive and healthy lifestyles, encouraging our people to participate in local decision making.

