

**PERSON SPECIFICATION**

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| **Job Title** | Senior Information Analyst | |
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| **Job Reference** |  |  |
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| **AfC Band** | 6 |  |

| **Requirement** | **Essential** | **Desirable** |
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| **QUALIFICATIONS** | Mathematics / Statistics Degree (or similar numerate Degree). | Postgraduate numerate qualification. |
| **TRAINING** | Experience of complex data analysis with proven expert knowledge and experience of statistical analysis software and reporting packages such as SPSS, R, Tableau and Business Objects.  Proven ability to utilise advanced functions of software packages including MS Excel, Word, PowerPoint and Teams. | Experience of data analytics within an information service and/or a health-related field.  Experience in utilising Artificial Intelligence / Machine Learning solutions.  Knowledge of Power BI and Excel VBA. |
| **EXPERIENCE** | Significant relevant experience in  data analytics.  A sound understanding of project management requirements.  Significant relevant experience of complex structured programming / coding.  Proven analysis and presentation skills. | Knowledge of how information can support the management and improvement of NHS Scotland and partner organisations.  Project management skills in an  NHS and/or customer focussed environment. |
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| **PERSONAL QUALITIES** | Excellent communication skills (written and verbal) using a variety of approaches to convey key messages and influence decision making.  Demonstrate a commitment to personal development.  Well-developed organisational and time management skills.  Demonstrate good accuracy and attention to detail.  Good problem solving and critical thinking skills.  Team player with the ability to work independently and use initiative.  Demonstrate the ability to prioritise own workload. | Ability to identify the wider implications of analysis and information.  Ability to coach, develop and line manage staff. |
| **GENERAL** | Understanding of confidentiality issues.  No previous criminal convictions. | Knowledge and understanding of probity and appreciation of its importance.  Possess a current full UK driving licence.  Demonstrable understanding of equal opportunities and diversity. |