Junior Data Scientist: Operations

Basic information

Band: 1
Job family: DDAT
Terms: Permanent
Location: Cheltenham
Reports to: Principal Data Scientist – Operations
Direct reports: No
Team: Analytical Operations
Business unit: Operations
Date reviewed: September 2020

Job purpose:

The Junior Data Scientist in the Operations team is responsible for working on large-scale revenue-generating analytical products. You will be required to operate and at times develop these products, in an agile data science team to ensure that our products are functioning efficiently and that our internal and external customers are getting a good service.

Key accountabilities:

- To deliver, maintain and develop high value revenue-generating operational services as part of a group of data scientists.
- To implement substantial automation and operational efficiency improvements in the delivery of these operational services.
- To work collaboratively with UCAS Media and external clients to ensure smooth running of operational processes that meet customer needs.
- To understand and consume data from various sources, integrating it to existing products.
- To be able to translate a customer or business problem into an actionable data science workstream

- To ensure information governance policies are adhered to and the data protection principles underpin the business unit's work.

- To contribute to the adoption of new processes or technologies when appropriate to improve operational services.
- To engage with other members of the Operations team, sharing knowledge of operational services and best practise to ensure the team remains multi-functional across all services.
- To evaluate and communicate feedback on the operational services from stakeholders, customers and the development teams.

Skills, Qualifications & Experience:

- Bachelor's degree (or higher) in a numerate discipline, such as mathematics, statistics, computer science, operational research, data science, or a related field.
- Good working knowledge of programming in at least one of SAS, Python and R and the ability to write readable, efficient code using version control software.
- Ability to quickly understand code repositories and product functionality.
- A collaborative and customer-focused nature and the ability to communicate effectively with both technical and non-technical audiences.
- A natural curiosity and drive to find things out that really matter from data.
- Commercially aware and user focussed.
- A high level of numerate, analytical and logical thinking.
- A passion to help people understand and progress to higher education.

This role profile sets out the scope and main duties of the post at the date when it was drawn up. Such details may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the level of the post. All UCAS employees are expected to be flexible in undertaking the duties and responsibilities attached to their role and may be asked to perform other duties, which reasonably correspond to the general character of their role and their level of responsibility.

Our values in action:

Customer-focused – We understand what our customers want, and we act on their changing needs.

Collaborative – We collectively create an engaging and positive work environment.

Accountable – We take ownership of our individual and organisational performance.