

## JOB DESCRIPTION

<b>Job Title:</b>	Data Management Specialist
<b>Department:</b>	Risk & Actuarial
<b>Job Holder:</b>	
<b>Reporting to:</b>	Head of Data Management
<b>Purpose of Job:</b>	
<p>The Data Management Team is responsible for driving effective data management practices across the business, ensuring that data meets the standards required for all core business processes and adheres to all applicable regulatory requirements.</p> <p>The Data Management Specialist forms an integral part of the Data Management Team, contributing to the overall data management capability development, across a broad range of areas include data governance, data quality, metadata management, data lineage, data standardization and master &amp; reference data management</p>	
<b>Principal Accountabilities:</b>	
<p><b>Principle Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Act as subject matter expert in all aspects of data management</li> <li>• Act as data management “Evangelist” within the business, IT, and other data teams. Support in building awareness, understanding &amp; support for the data strategy and business value it creates</li> <li>• Build lasting stakeholder relationships across various business functions and build support for data ownership across the firm</li> <li>• Support the business in designing/developing business owned data stewardship process, and support the adoption and successful execution</li> <li>• Own the data management capability assessment framework and track progress against strategic goals. Report to senior management progress and roadblocks</li> <li>• Act as data management project delivery lead on multiple projects providing data management guidance and support</li> <li>• Perform feasibility studies and process design reviews, conduct current state analysis, future state and roadmap assessments, project assessments, as well as define detailed blueprint for development requirements</li> <li>• Support the design, implementation, and facilitation of data management forums &amp; steering committees</li> <li>• Act as data management product owner. Responsible for working with the business &amp; IT to align development and business goals while working with stakeholders to remove roadblocks to execution. Resolve open issues/questions quickly and efficiently</li> <li>• Articulate architecture, technology considerations and roadmaps for implementing Data Management solutions</li> <li>• Lead and provide guidance to other team members, to ensure successful delivery of strategy and implementation of Data Management solutions</li> <li>• Support data culture initiatives to raise awareness of the importance of data management across the organization</li> <li>• Support data management team efficiency by process mapping and documenting team’s current processes. Identify opportunities of process improvement, transparency, skill growth, key person dependency reduction and process simplification to ensure business value</li> </ul>	

**Regulatory Conduct Rules**

1. Act with integrity
2. Act with due skill, care, and diligence
3. Be open and co-operative with Lloyd's, the FCA, the PRA, and other regulators
4. Pay due regard to the interests of customers and treat them fairly
5. Observe proper standards of market conduct

**Education, Qualifications, Knowledge, Skills and Experience:**

- Broad experience desired in multiple domain areas, such as data warehousing, business intelligence (BI), data governance, data architecture, data integration, data classification, data strategy, data quality management, data security and privacy, MDM, data standards, regulatory compliance, and enterprise architecture frameworks.
- Demonstrable experience in end-to-end data management implementation, from defining the strategy to the implementation, and ongoing BAU support
- Experience working in a client-facing / consulting environment to build trusted relationships with stakeholders and act as a trusted advisor
- Hand on experience with data management platforms such as Colibra, Purview, DQPro, Informatica IDQ
- Hands on experience with Master Data Platforms (Such as Tibco EBX, Informatica)
- Hands on technical development experience of SQL Server, Python, Azure Data Factory, Spark/DataBricks & CI/CD pipelines
- Experience in insurance, preferably London Market, UK Commercial and Reinsurance
- Project management and business analysis experience

As a term of your employment, you may be required to undertake such other duties as may reasonably be required of you in the post and department mentioned above.

Signed by the candidate.....

Name ..... Dated .....