



# POSITION DESCRIPTION

**Directorate:** Digital Canberra

**Position Number:** P56888

**Division:** Customer, Data and Technology

**Classification:** Administrative Services Officer Class 6

**Business Unit:** Data, AI and Digital Records

**Location:** Gungahlin (Winyu House) with hybrid working arrangements

**Business Unit:** Data and AI Services

**Position Title:** Senior Data Engineer

**Last Reviewed:** June 2026

The Australian Capital Territory Public Service (ACTPS) is a values-based organisation where all employees are expected to embody the prescribed core values of respect, integrity, collaboration and innovation, as well demonstrate the related [signature behaviours](#).

## DIRECTORATE OVERVIEW

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Digital Canberra leads the ACT Government's technology, digital, data, and cyber security services. We strive to improve the lives of Canberrans through delivering and supporting digital government services that are easy to access, save time, and are safe to use. We achieve this while also looking to the future – making technology investment decisions that will transform Canberra into a genuinely connected city.

Digital Canberra leads the implementation of the [ACT Digital Strategy](#) and [ACT Digital Health Strategy](#), manages ICT infrastructure for our hospitals, schools, and public service, and represents the ACT at national digital, data, and cyber security forums.

Digital Canberra has a diverse workforce across many functions and sites. We have an inclusive culture, and we ensure our people are respected, valued, and involved.

## DIVISION OVERVIEW

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The Customer, Data and Technology Group enables a modern, digitally empowered ACT Government. By delivering shared services that are efficient, secure, AI-enabled, and customer-focused the group helps ensure that citizens and businesses benefit from responsive, transparent, and innovative public administration.

The group has a wide range of strategy, policy and operational responsibilities across ACT Government including:

- management of Information Communications Technology services,
- service integration and management
- program and project management
- cyber, risk and governance
- strategic asset management
- data and artificial intelligence (AI) including digital records.

## **BRANCH UNIT OVERVIEW**

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The Data, AI and Digital Record (DAIDR) branch works across the ACT Government to help Directorates make better use of the data and information they hold. We focus on supporting safe, responsible and effective use of data to improve policy development, service delivery and day-to-day public service operations. DAIDR supports the ACT Public Service to strengthen how data is managed, shared and used, ensuring that government data is treated as the valuable asset and handled with care.

The Data Services business unit supports the ACT Public Service to manage, share and use government data in a safe, consistent and strategically aligned manner. The unit provides leadership and practical support to ensure that data is recognised and treated as a critical public asset. Data Services works across directorates to enhance the quality, accessibility and governance of ACT Government data, supporting improved policy design, regulatory effectiveness, service delivery and organisational performance. The unit contributes to whole-of-government data stewardship by strengthening the frameworks, processes and capabilities that enable responsible use of information.

The Data Services business unit:

- provides advice, frameworks and tools to improve data quality, stewardship, discoverability and accessibility, ensuring data is managed consistently and responsibly across the ACTPS.
- facilitates safe and efficient sharing and integration of data, including through the ACT Government Data Lake, to enable Directorates to self-service and work with combined datasets for operational and strategic needs.
- undertakes analysis and delivering evidence-informed insights in collaboration with Directorates, demonstrating the value of government data in supporting decision-making and improving public sector outcomes.
- develops and delivering programs that build capability in data literacy, data management and analytical practice to strengthen the ACT Public Service's collective capacity to use data effectively.
- supports the privacy, security and ethical use of government data holdings, and encouraging a culture of responsible data sharing and release aligned with community expectations and legislative requirements.

## **POSITION OVERVIEW**

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Under limited direction, the Senior Data Engineer develops the code and processes to ingest data into the Data Lake. You will work with DAIDR's stakeholders to transform their data into useable, conformed data sets ready for analysis and reporting. You will support the technical aspects of data extraction, transformation, modelling and analysis and reporting that is undertaken within DAIDR and by DAIDR's stakeholders. This includes developing automated processes and test scripts to support continuous improvement. This role is part of the DAIDR Data Infrastructure and Solutions team and reports to the Assistant Director, Data Infrastructure and Solutions.

## **WHAT YOU WILL DO**

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The Senior Data Engineer works closely with the Data Infrastructure and Solutions team to manage the ACT Data Lake platform and environment (including the ACT Government's Open Data Portal)

and to support DAIDR and its stakeholders as they use the ACT Data Lake to support their operational and strategic data management and reporting purposes. Your main duties and responsibilities will be to:

1. Design and develop scalable code for the data pipelines to ingest data from a wide variety of data sources using contemporary big data technologies.
2. Work closely with stakeholders across government to understand user requirements for data analysis, reporting and visualising, and define and deliver data products and projects using the ACT Data Lake.
3. Utilise contemporary technologies and platforms (such as SQL, Python, Hadoop, Spark, Apache Drill, Bash script or Ansible) to deliver products for data and statistical analysis;
4. Maintain appropriate open source and internal source code repositories, such as Azure DevOps or GitHub;
5. Develop and maintain fit-for-purpose data models for storage, reporting, and productionising advanced data methodologies;
6. Understand and work within the ACTPS Code of Conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect Equity and Diversity framework; and
7. Model the ACTPS Code of Conduct, ACTPS values and the ACTPS Respect Equity and Diversity framework.
8. This position does not involve the direct supervision of staff.

## **WHAT YOU REQUIRE**

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The information below describes the capabilities that are required to perform the duties and responsibilities of the position.

### **Professional / Technical Skills and Knowledge**

1. Demonstrated experience in developing, testing, and maintaining data products within a big data technology platform.
2. Demonstrated successful history of manipulating, processing and extracting value from large and disconnected data sets.

### **Behavioural Capabilities**

3. Ability to build relationships, work collaboratively and communicate with a range of stakeholders from across government, business and ICT to deliver positive outcomes.
4. Proven experience in producing high-quality outputs that deliver to agreed outcomes.
5. Excellent time management skills with the ability to deal with competing priorities under pressure.
6. Experience and ability to work within a design-thinking, agile and/or DevOps team environment.

## **COMPLIANCE REQUIREMENTS / QUALIFICATIONS**

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1. Relevant tertiary qualifications and related training will be highly regarded.

## WORK ENVIRONMENT DESCRIPTION

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The following work environment description outlines the inherent requirements of the role of Senior Data Engineer and indicates how frequently each of these requirements would be performed. Please note that ACTPS is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Frequently
Graphical/analytical based	Frequently
Sitting at a desk	Frequently
Standing for long periods	Occasionally
Designated workstation	Frequently

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Frequently
Fixed or specified start/finish times	Occasionally
Access to Accrued Days Off (ADO's)	Never
Peaks and troughs	Occasionally
Frequent overtime	Occasionally
Rostered shift work	Never

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Occasionally
Working in a call centre environment	Never
Working directly with the public	Never

PHYSICAL DEMANDS	FREQUENCY
Distance walking (large buildings or inter-building transit)	Occasionally
Working outdoors	Never

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Occasionally
Lifting 5 – 10kg	Never
Lifting 10kg+	Never
Climbing	Never
Reaching	Never
Bending/squatting	Never
Push/pull	Never
Sequential repetitive movements in a short amount of time	Never

<b>TRAVEL</b>	<b>FREQUENCY</b>
Frequent travel – multiple work sites	Occasionally
Frequent travel – driving	Occasionally
Frequent travel – interstate	Occasionally

<b>SPECIFIC HAZARDS</b>	<b>FREQUENCY</b>
Working at heights	Never
Exposure to extreme temperatures	Never
Operation of heavy machinery e.g. forklift	Never
Confined spaces	Never
Excessive noise	Never
Low lighting	Never
Handling of dangerous goods/equipment	Never
Working with asbestos	Never
Potential to encounter agitated customers	Never
Exposure to potentially distressing case material	Never

<b>OTHER</b>	<b>FREQUENCY</b>
Uniform required	Never
Personal Protective Equipment (PPE) required	Occasionally