

Job Description | Te Whakahuatanga

Job title	Senior Data Analyst Kaitātari Matua		
Group	Sector Strategy Te Rāngai Waka		
Reporting to	Manager – Insights & Analytics Kaiwhakahaere		
Location	Wellington Office		
Direct reports	N/A	Security clearance	N/A
HR delegation	N/A	Finance delegation	N/A
Salary band	Band 17	Date	June 2025

Public Service Purpose | Te Aronga o te Ratonga Tūmatanui

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa
I āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hāpori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

You can find out more about what this means at (<https://www.publicservice.govt.nz/about-us>).

Enabling a transport system that connects New Zealand – The Ministry of Transport's purpose | Te whakaahei i te punaha waka e hono ana i a Aotearoa

We are the Government's system lead on transport. We provide advice about how the transport system needs to change to support the New Zealand economy and the transport needs of New Zealanders. Our purpose is to enable a transport system that connects New Zealand. You can find out more about the Ministry of Transport at (<https://www.transport.govt.nz/about-us/>)

Our values | Ngā uaratanga matua

Integrity

—
Tapatahi

Excellence

—
Kairangi

Collaboration

—
Mahi tahi

Sector Strategy Group | Te Rāngai Waka

The Sector Strategy Group supports the Ministry of Transport to provide future focused, evidence based strategic advice, sector strategies and data insights. The group provides thought leadership, stretching and challenging us to ensure the Ministry remains on track to achieve long term outcomes expected from the transport system. A key focus for the group is partnering with others in the sector to drive a truly joined up view of the transport portfolio and priorities in the medium and long term.

Senior Data Analyst Position | Kaitātari Matua

The Senior Data Analyst position is part of the Insights & Analytics team, who is responsible for building the evidence base and developing insights into the transport system to inform policy development. The team also supports a quantitative understanding of the value of system intervention, how interventions interact with existing systems and how interventions could provide more effective outcomes in the future.

The Senior Data Analyst is responsible for supporting the team to deliver on their key objectives.

What you will do | Te mahi

This role is responsible for:

- Developing and implementing data, insights, and strategy across the Ministry and the wider transport sector
- Undertaking complex policy issues by leading the development of innovative, practical and robust modelling and analysis
- Providing authoritative advice in areas that are complex and sensitive
- Providing guidance and coaching to more junior team members
- Leading engagement with some delivery agencies, stakeholders and government agencies to ensure the advice provided is practical and effective.

The duties and responsibilities in this document are not exhaustive. The incumbent may be required to perform other work which is consistent with the nature of the role.

Who you will work with | Tou kapa

Internal	External
Senior Leadership Team	Government agencies and other organisations
All managers and staff across the Ministry	Transport Sector Entities

What you will bring | Te mea e mauria mai e koe

- Demonstrated experience in analysing or modelling complex problems
- A sound understanding of analytics and modelling tools and technologies, in particular fluency in R
- Excellent organisational skills
- Excellent written and verbal communication skills to a broad range of audiences
- Able to work autonomously and meet deadlines
- Proven experience at managing relationships, engaging with, and influencing senior leaders.
- Knowledge of the transport sector would be an advantage
- Experience in policy analysis in the public or private sector would be an advantage
- A tertiary qualification in a relevant field

The Ministry of Transport's Māori Strategy | Hei Arataki

Hei Arataki has been developed to improve transport outcomes for Māori. Hei Arataki acknowledges that New Zealanders are not flourishing if Māori are not flourishing, and sets out our strategy direction to identify issues and opportunities for Māori in transport policy design and delivery.

<https://www.transport.govt.nz/assets/Uploads/Paper/HeiAratakiMaoriStrategy-1.pdf>

Hei Arataki is underpinned by the following Guiding Principles | Ngā Mātāpono:



Rangatiratanga

Empowering
and Leading



Kaitiakitanga

Guardianship and
Protection



Whanaungatanga

Collaboration
and Unity



Manaakitanga

Caring for and
valuing others

Diversity and inclusion | Te rereketanga me te whakauru

We want our workforce to increasingly reflect the communities we serve. The Ministry welcomes and supports people diverse backgrounds including people of all gender identities, ages, ethnicities, sexual orientations, disabilities and religions. A requirement of this role is to actively support and promote our diversity and inclusion principles.

Your health, safety and wellbeing | Te hauora, haumaru me to oranga

At the Ministry we expect all employees to:

- work safely and take responsibility for keeping self and colleagues free from harm
- report incidents and hazards promptly
- know what to do in the event of an emergency
- ensure personal health and safety standards are adhered to when at work or offsite when working.

Performance Expectations | Mahi, he aha te mea e tumanakohia ana

We are a high performing organisation. A key part of this is being clear about roles and expectations. The Ministry of Transport's expectations of Senior Advisers are set out below. The intent is to clarify, make visible and clearly communicate expectations to ensure common understanding and consistency.



Leadership Success Profile – capabilities | Pūkete Arataki Whaihua

We use the Leadership Success Profile (LSP) to help guide our people, including those not in management positions, towards the skills and capabilities needed for success within the Ministry and across the public sector.

HONEST & COURAGEOUS

Deliver the hard messages and makes difficult decisions in a timely manner to advance the longer term best interests of customers and New Zealand.

CURIOUS

Show curiosity, flexibility, and openness in analysing and integrating ideas, information, and differing perspective – to make fit for purpose decisions.

SELF-AWARE & AGILE

Leverage self-awareness to improve skills and adapt approach; to strengthen personal capability over time and optimise effectiveness with different situations and people.

RESILIENCE

Show composure, grit, and a sense of perspective when the going gets tough – to help others maintain optimism and focus.