

Job Description | Te Whakahuatanga

Job title	Principal Data Analyst Kaihāpai		
Group	Sector Strategy Te Rāngai Waka		
Reporting to	Chief Transport Modeller Kaiwhakahaere		
Location	Wellington Office		
Direct reports	NA	Security clearance	N/A
HR delegation	N/A	Finance delegation	N/A
Salary band	Band 18	Date	October 2025

Public Service Purpose | Te Aronga o te Ratonga Tūmatanui

The public service supports constitutional and democratic government, enables both the current Government and successive governments to develop and implement their policies, delivers high-quality and efficient public services, supports the Government to pursue the long-term public interest, facilitates active citizenship, and acts in accordance with the law.

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 inform and advise the government on current and long-term transport issues by providing policy and investment advice to Ministers, leading regulatory reform, and monitoring the performance of the transport agencies that regulate or deliver transport services that New Zealanders rely on every day. 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

Principal Data Analyst Position | Kaihāpai

This role is part of the Sector Strategy Group. This Group provides quality, timely and effective policy and evidence-based analysis for the Ministry and the transport sector. The Group provides evidence informed strategic advice, robust and reliable information, and insights from advanced

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analytics. A key focus of the group is working with others in the sector to develop and maintain a shared view of the transport portfolio, its priorities, performance, and efficiency.

This role is part of the National Transport Modelling Team. The National Transport Modelling Team is responsible for providing data handling, modelling and analytics capability to inform strategy, policy and development for the Ministry and the wider transport sector.

The role of the Principal Data Analyst – National Transport Modelling is to provide both a technical lead in supporting policy development through effective and insightful analytics, and to assist the Manager in developing the team, to be an effective analytics and modelling capability within the Ministry that can also provide leadership to the wider transport system.

What you will do | Te mahi

This role is responsible for:

- Contributing to the development and implementation of an effective analytics and modelling capability and strategy across the Ministry and the wider transport sector
- Providing support to the Manager and the team to assist in the implementation of the strategy and delivery of insightful analytics that supports policy decisions
- Delivering authoritative policy advice through analytics and by leading programmes of work and project teams on complex and sensitive areas, for example road safety and vehicle crash analysis
- Supporting the Analytics and Modelling team to provide high quality analytics, modelling and evaluation advice to maximise the contribution that the team makes to Ministry outcomes and government goals
- Modelling exemplary leadership across the Ministry aligned to vision, values and purpose
- Providing thought leadership and technical advice to inform, drive and challenge Ministry thinking and support policy recommendations
- Effectively influence on domain topics through engagement and communication with senior stakeholders
- Enhancing the overall capability of the team through coaching and mentoring team members during their day to day work, and against their longer term development plans
- Establishing and developing productive relationships with other transport sector agencies and the wider government sector.

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	Minister and Associate Ministers and their offices
Policy Teams	Transport sector Entities
All Managers and Staff	Other government agencies, crown entities and other organisations

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

Experience:

- Extensive quantitative and qualitative analytical skills used in a public policy context or similar complex industry
- At least 5 years experience in leading and managing projects, coaching and mentoring staff to successful outcomes

- Experience in communicating complex analysis to senior stakeholders in both verbal and written form including Ministerial briefings
- Extensive experience in building positive stakeholder relationships
- Has a good understanding of the transport system in New Zealand
- Is well connected in a specialist area, commanding respect for their knowledge and ability
- Proven written and verbal communication, with strong influencing and negotiation skills
- Good organisational skills and the ability to meet deadlines
- Strong intellectual and analytical ability and judgement, is able to understand complex issues and identify root causes
- An understanding of local and international transport trends, approaches, policies, regulations, systems and practices relevant to the Ministry
- Experience in policy development frameworks in the public sector.

Knowledge:

- Knowledge of analytical techniques and software analysis tools (e.g. SAS, R, Excel, Tableau)
- Knowledge of policy analysis and evaluation tools and techniques
- Understands how to produce robust forecasts based on historical data taking into account risk and uncertainty
- Understanding of the need for data quality and preparation of data for analysis in particular when using large and / or complex datasets
- Understanding of government and parliamentary processes and the ability to manage within these frameworks effectively
- Highly effective communicator, who can explain complex analytical issues to the lay person.

Other requirements:

- A tertiary qualification in a relevant analytical field (e.g. science, engineering, operational research) is desirable or extensive experience in quantitative analysis in a technical policy environment.

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 from 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 Principal Advisers are set out below. The Principal Data Analyst uses the same performance expectations as Principal Advisers. 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.

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Direct reports	NA	Security clearance	N/A
HR delegation	N/A	Finance delegation	N/A
Salary band	Band 17	Date	October 2025

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transport.govt.nz | hei-arataki.nz

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The Senior Data Analyst – National Transport Modelling has the responsibility for supporting the overall capability of the team to deliver on their key objectives.

What you will do | Te mahi

This role is responsible for:

- Assisting in the implementation of a modelling and analytics strategy across the transport sector
- Undertaking complex policy issues, leading development of innovative, practical and robust modelling and analysis, and providing authoritative advice often in areas that are complex and sensitive
- Engaging with key stakeholders as required
- Taking the lead and project managing modelling and analytical work
- Enhancing the overall capability of the team through guiding and mentoring both advisers and graduates in their day-to-day work
- Establishing and developing productive relationships with other transport sector agencies and the wider government sector.

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Who you will work with | Tou kapa

Internal	External
Insights & Analytics and Economics teams	
Senior Leadership team	Transport Sector Entities
Policy teams	Other government agencies, crown entities and other organisations
Managers and staff across the Ministry	

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

Experience:

- Experience contributing to a compute and data software technology
- Experience with Linux and cloud computing
- Has experience specifying mathematical procedures given domain specific information
- Well developed organisational skills, able to work autonomously and meet deadlines
- Has experience communicating technical concepts, in writing and verbally.

Knowledge:

- Has a sound understanding of modelling, programming, and computing
- Understands the fundamentals of statistical/machine learning
- Has knowledge of a range of mathematical modelling techniques.

Desirable:

- Proficiency with the Julia programming language, Terraform/OpenTofu, Java, the Nix package management language
- Enthusiasm for learning new methods
- Knowledge of the transport sector would be an advantage.

Other requirements:

- A post-graduate qualification in a relevant analytical field (e.g. science, mathematics, engineering, operational research) is desirable or extensive experience in quantitative analysis in a technical policy environment.

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