
Overview

This sub-discipline Data Management (801) is concerned with the competencies required to manage data within an organisation with a view to ensuring its availability for detailed analysis and business insights, enhancing the performance of the business. This involves undertaking tasks that control, protect, deliver and enhance the value of data, providing a robust data environment and data structures to align with organisational strategy.

Working in the professional role (8014) is primarily focussed on delivering data management infrastructure projects to support data analysis and reporting

Performance criteria

You must be able to:

1. manage and plan requests for data and reporting to ensure that requirements are delivered to key stakeholders
2. prioritise requests for data within required timescales and in a professional manner
3. monitor and measure data to keep it reliable, secure and of a required quality for the intended analysis purposes
4. design and develop a range of physical data models, data schemas, databases, database stored procedures that are compatible with company data needs
5. apply the organisations defined tools and methods for data management tasks in line with organisational procedures
6. assist in policy development where required to required standards
7. measure, monitor and report on data quality in line with standard organisational procedures and within required timescales
8. manipulate, integrate and link different data sets in line with organisational standards
9. develop, maintain and manage the data dictionary and data directory in line with organisational procedures
10. support the development and maintenance of a data warehouse and data marts, for use by analysts throughout the organisation in line with organisational procedures
11. engage with key departments to understand and support their data requirements
12. implement automated data extraction procedures in line with organisational procedures

Knowledge and understanding

You need to know and understand:

1. the different business processes that use and manipulate data
2. the range of tools and techniques for data management and how to use these
3. how to prioritise data management requests
4. how data has potential links to a range of departments and individuals including staff responsible for customer procedures, account management and sales
5. how to develop a physical data model and implement a database and associated software
6. how to use the tools and methods for data management tasks
7. how to measure data quality
8. how to integrate and link different data sets
9. how to develop data schemas, databases, and database stored procedures
10. the range of different data architectures used across the organisation and how to use these
11. how to automate data extraction

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Deliver Data Management Infrastructure Projects



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