

HIGHER EDUCATION COMMISSION  
Higher Education Development in Pakistan (HEDP)

**Job Description**  
**Data Warehouse Specialist**

Job Title:	Data warehouse Specialist
Category:	Project Management
Duty Station:	Islamabad
Type of Contract:	Contractual Appointment
Duration of Assignment:	Till the completion of the project, based on satisfactory performance
No. of Position(s):	Two

**BACKGROUND:**

Higher Education Commission (HEC) is embarking upon the Higher Education Development in Pakistan (HEDP) Project funded by the World Bank. The project aims, among other objectives, to strengthen governance in the higher education sector of Pakistan.

Given information technology's cross-cutting and transformative nature, HEDP has several activities that aim to leverage IT to improve Pakistan's teaching, learning, and research environment. One of the key components is to put in place a private cloud for HEIs to be utilized.

HEDP is looking for a detail-oriented professional, with a clear understanding of tools and technologies available regarding Data warehousing and Business Intelligence.

**PROJECT DESCRIPTION:**

The project supports the implementation of a subset of activities from the Higher Education Commission's (HEC's) Vision 2025, which is in line with the broader development framework for Pakistan as envisaged in the Government's Vision 2025. The project will be implemented over a five-year period of 2019/20 – 2023/24.

In essence the objectives of the project are to support research excellence in strategic sectors of the economy, improve teaching and learning, and strengthen governance, in the higher education sector. More information on HEDP can be found here:

<http://projects.worldbank.org/P161386?lang=en>.

## CORE RESPONSIBILITIES:

The Data warehouse Specialist will be part of the Project Coordination Unit responsible for working with internal and external stakeholders to ensure technical delivery. Should have hands on experience in data warehousing, IT management systems in general, and understand network design. Should have an understanding of different Applications and solutions available in the market and their benefits and limitation would be a plus.

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### Job Responsibilities:

- Assist the Project team in selecting the right tool as per need assessment.
- Work with IT staff in defining the hardware, software, and licensing requirements
- Assist in preparing the functional or technical documentation for data warehouses.
- Assist in designing the solution .
- Work with project team to ensure the implementation of the solution as per design.
- Verify the technical deliverables
- Work with the project team in designing and implementing data warehouse database structures
- Select methods, techniques, or criteria for data warehousing evaluative procedures.
- Assist in mapping data between source systems, data warehouses, and data marts.
- Verify the structure, accuracy, or quality of warehouse data.
- Work with end users to implement business rules via stored procedures, middleware, or other technologies.
- Supervise and review the Development and implementation of data extraction procedures from other systems, such as administration, billing, or claims.
- The position will report to the Project Manager data warehouse.
- Work in collaboration on the design and access points with HEC IT Division and solution providers for multiple systems

### **Key Skills and Competencies:**

- Hands on experience with Data warehouse solutions.
- Hands-on experience in databases, Application configuring, and troubleshooting.
- Good understanding of cloud, cyber security and the knowledge of networking.
- Good understanding of data modeling, data security and different type of data

- Excellent communication and organizational skills, and the ability to stay focused on completing tasks and meeting goals within a busy workspace.

#### MINIMUM QUALIFICATIONS:

##### Education:-

- At least sixteen years of education (a Master's degree would be a plus) specializing in ICT/Engineering/Computer Science/Information Management or equivalent.
- Related Certification would be a plus.

##### Work Experience

- 3+ years of practical relevant experience in a similar role.