



Office of Data & Innovation

401 I Street Suite 200, Sacramento, California 95814

Current Proposed

Classification Exempt	Office/Department Office of Data & Innovation (ODI)
Working Title Principal Analytics Engineer	Unit/Section CalData
Position Number 418-100-9467-001	Effective Date TBD
Name Vacant	Date Prepared 1/19/2024

General Statement

Under administrative direction from the Deputy Director of Data Engineering and Services, the Principal Analytics Engineer will serve as the lead developer of efficient, flexible, and actionable data models for a variety of analytic purposes. This position will take a lead role in developing and executing modern analytic engineering patterns for the State. It will leverage cloud based tools to craft data models to meet the needs of analytics projects. Through these hands-on client projects, this role will demonstrate, define, and develop what analytics engineering best practices look like in the public sector. It will help incubate and scale these best practices by serving as a consultant and advisor for departments upgrading to a modern data stack. It will work with the broader ODI team to identify and guide the development of training and materials to help support departments in adopting best practices.

Essential Functions

%	Description
45%	<p>Develop production data models to serve a variety of analytic needs.</p> <ul style="list-style-type: none"> Collaborate with team members to collect business requirements, define successful analytics outcomes, and design data models Implement analytics pipelines and/or data models to support data science and data analytics work according to standards and patterns you help develop and refine Apply an ethical lens to the appropriate use of data As needed, oversee analytic engineering work of external consultants to align with business needs and CalData’s overall approach

25%	<p>Lead CalData’s overall strategy and approach on analytics engineering</p> <ul style="list-style-type: none"> ● Interface with CalData and ODI teams to design, plan, and implement strategic data projects ● Serve as lead expert on developing efficient and flexible data models to serve a variety of data needs using cloud based tools ● Help identify the need for new data services and support the creation and deployment of future services by the Data Engineering and Services team ● Establish a DataOps philosophy for CalData’s data services work
25%	<p>Serve as in-house expert and mentor as well as consultant for other state departments implementing modern analytics stacks</p> <ul style="list-style-type: none"> ● Serve as a consultant and technical guide to client departments to enable them to maintain self-service analytic products and models developed for them via CalData Analytics Accelerator, ODI client project engagements, or CalAcademy trainings. ● In collaboration with CalData’s Data Policy and Program team, guide the development of training, toolkits, and documentation to support analytics engineer best practices for other departments across the state and to ease the hand-off of client projects ● Collaborate with CalData advanced analytics teams to jointly develop sustainable patterns for in-house work ● Provide data modeling expertise and mentorship to all CalData teams through code reviews, pairing, and training to help deliver optimal, DRY, and scalable designs and queries in our cloud data warehouse and dbt ● Research new data engineering and analytics methodologies with minimal guidance and support from other team members ● Help promote data innovation across the State with a willingness to experiment and to confront hard and complex problems
5%	<p>Participate in project solicitation, vetting, and scoping processes to identify client projects across the state:</p> <ul style="list-style-type: none"> ● Provide expert guidance on client project scope and effort, including data readiness ● Iterate on criteria as needed based on lessons learned from projects

Supervision Received

The Principal Analytics Engineer will report to the Deputy Director, Data Engineering and Services (Exempt).

Supervision Exercised

None.

Working Conditions

The employee regularly works in an indoor and climate-controlled office setting under artificial light. The employee’s workstation is located in Sacramento, CA, and is equipped with standard or ergonomic office equipment. May sit for an extended period using a keyboard and video display terminal. Based on departmental or operational needs, the employee may have a teleworking option. The employee can work full-time from anywhere within California. Occasional travel may be required to attend meetings in

Sacramento, offsite, conferences, and/or training classes. On occasion, may require flexible work schedules, including some evening hours to complete assignments, meet deadlines, and provide support to the Directorate.

Attendance

Must maintain regular and acceptable attendance at such a level as is determined at ODI's sole discretion. Must be regularly available and willing to work the hours the department determines are necessary or desirable to meet its business needs.

I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. *(If you believe reasonable accommodation is necessary, discuss your concerns with the hiring supervisor.)

A Reasonable Accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of their job or to enjoy an equal employment opportunity.

Duties of this position are subject to change and may be revised as needed or required.

Employee Signature	Employee Printed Name	Date
---------------------------	------------------------------	-------------

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

Supervisor Signature	Supervisor Printed Name	Date
-----------------------------	--------------------------------	-------------