

JOB DESCRIPTION – BI Developer

Job title	BI Developer
Reports to (title)	Director – International Systems
Location	Windsor, Berkshire
Department	Corporate
Key interface(s)	IT & Projects, SEKO Corporate
Hours / Days	Monday to Friday 09.00 – 17.30pm - 37.5 working hours per week as a minimum but hours as required to fulfil role

Job Purpose – General Summary and Scope

SEKO Logistics is a business capitalising on its successes and growing rapidly. As it scales up, it is investing in an ambitious programme to develop a best-in-class enterprise solution across all facets of Freight Forwarding and Logistics. To best realize these goals, SEKO is recruiting for a global team that represent our global aspirations. We are a **dynamic** company with a **passionate** workforce and **a culture of getting things done** – and expect the same qualities from any candidates for this role.

The BI Developer role will involve developing standardised solutions to meet the needs of a rapidly growing company. The successful candidate will be required to build and improve frontend reports, validate outputs, and maintain, update, and optimise the central data model.

The role will report to the International Systems Director and will work with several senior stakeholders across the business. The successful candidate will be provided every opportunity to develop their knowledge and experience across the data modelling lifecycle through eliciting user requirements, prioritising work, data modelling, writing high quality SQL, to designing and improving user-facing dashboards.

Key Duties and Responsibilities

- Work with users and other members of the global project team to fully understand new requests, including eliciting requirements from end users for small changes
- Reverse engineer existing reports (BI platform/Excel/Operational System)
- Build Power BI datasets/dashboards/visualisations per specification provided by the project delivery team
- Systems Development (e.g., queries/reports/user tools/interfaces) based upon internal/external requirements – especially where it relates to Power BI builds
- Adhere to in-house design principles and ensure the data model maintains cardinality and data integrity
- Validate report output against source systems/reports and analyse/compare data between systems or from users (manual) to ensure model robustness

- Consider design approaches to convey KPIs and increase adoption
- Work with data engineering team to deploy data model changes
- Consider how data will be consumed and where applicable create a few proof-of-concepts and select the most widely accepted for production
- Periodically review the overall data model, table joins, as well as any identified pockets of poor performance
- Provide internal communication of new features
- Identification of opportunities to enhance/reengineer systems
- Support stakeholder training and adoption
- Ensure collaboration with other SEKO regions (US & APAC) when delivering modelling changes and report designs

Qualifications and Key Skills

The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with assistive needs to perform essential functions.

The candidate:

- Must have experience developing reports, data modelling, and column/measure definition in Power BI
- Must have good working knowledge of DAX
- Must have good working knowledge of SQL
- Must be skilled in data management and data transformation
- Must have knowledge of general database architectures or a specific architecture
- Must be fully Microsoft Office literate
- Must have strong analytical and problem-solving skills
- Must have good written and verbal communication skills.
- Must be organised and detail oriented.
- Should have previous experience designing data models and structures
- Should be able to work consistently to deadlines, and generally exhibit excellent time management.
- Should be able to establish and maintain effective working relationships with strategic partners, operational teams and internal technical resources ensuring reliability, credibility and trust.
- Would ideally have some experience using JIRA or other ticket management applications.
- Would ideally have some experience within the Logistics, Freight Forwarding or Transport industries
- Would ideally have experience working with cloud database environments
- Would ideally have experience of database performance tuning approaches

Other Duties

Other Duties will include, but not limited to:

- Apply and practice unit rules and regulations and comply with contractual requirements and handbook policies.
- To apply and practice Health and Safety instructions and regulations
- To apply all Statutory requirements as instructed
- Always promote exemplary customer service
- To protect and ensure the security of the building and the goods and items within it.
- Undertake any other duty deemed reasonable by your manager

Working Conditions

The role is advertised as office based and will be subject to typical office hours – Monday to Friday, 09:00 – 17:30. Some flexibility is available.

Physical and Language Requirements

This role requires a basic standard of physical health and fitness, including:

- good vision, good hearing, and mobility
- ability to get to the office locations as required without company assistance
- strong command of the English language

Additional Information

This job description sets out the current duties of the post that may vary from time to time without changing the general character of the post or the level of responsibility entailed. Agreement to this job description does not confirm employment status. Employment or worker status will be confirmed alongside all notable terms, within the offer letter and contract of engagement or worker agreement.

Approved by:	
Date approved:	
Reviewed:	

_____ *Job Holder* _____
 Name Signature

_____ *Manager* _____
 Name Signature

 Date