



MI Systems Report Writer

Remote with occasional travel to the UK

37 hours per week, Permanent

Salary: up to €2,800 per month

The Eastern Colleges Group is a collective of visionary post-16 education providers, based in the county of Suffolk in the UK. Our Colleges share the same ambitious strategic aims, and are committed to providing outstanding vocational and academic excellence to over 15,000 students across our region.

We are seeking a methodical individual with an enquiring mind, to join our Data, MI and Compliance Team as an MI Systems Report Writer. This is a new role, of which the main purpose will be to provide an outstanding reporting and systems administration service to our college. It will include developing, maintaining and supporting a large suite of in-house reports, as well as MI systems and their underlying data structures. It will also involve provision of timely and accurate information to support the analyses of key performance indicators to enable decision making, as well as supporting the development of bespoke systems.

The successful candidate will have a relevant Level 3+ qualification in an IT or Computer Science based subject, with demonstrable experience of handling complex data sets in a report-writing environment. We are looking for someone with a curiosity for all things data and how it is constructed, who is adept at asking the right questions to find solutions. Previous experience of working in a FE / post-16 environment would be advantageous.

Whilst our Colleges are based in England, this role can be performed on a fully-remote basis, with only occasional travel to the UK in line with business requirements. This is a fantastic opportunity to work internationally with a progressive and growing organisation.

This College is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.

Closing date: Monday 31st October 2022

We reserve the right to appoint prior to the closing date for the right candidate; please therefore submit your application early to avoid disappointment.

For further information and **to request an application form**, please contact our recruitment team at: recruitment@wsc.ac.uk

We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, gender, gender reassignment, disability, religion/belief, sexual orientation or age in accordance with the requirements of the Equality Act 2010.

The College is committed to safeguarding children and safer recruitment practices and will undertake all the required pre-employment checks on the successful candidate including an enhanced DBS Disclosure.

All data will be processed in accordance with the Data Protection Act 2018. For more information about how we access and use your information please visit our website – www.wsc.ac.uk/privacy-and-terms