

JOB TITLE: Asset Data Analyst

REPORTS TO: Asset Data Manager

RESPONSIBLE FOR: No direct line management responsibility

Who are Accent?

We own around 20,000 houses across the North, East and South of the country. They are home to over 35,000 customers. We exist to improve lives, providing people with high quality homes, affordably. Whatever their housing need, whether family, single, older or more vulnerable – our customers come first. They are always at the very heart of our business.

If you feel great about putting customers first, then we feel great about you joining the Accent team.

And we are a team. We live and breathe our values – we are Smart, we are Driven, we are Caring and we are Inclusive – are you? If you can do what's right and challenge what you think is wrong, relish the opportunity to work with some fabulous colleagues to improve the customer experience and make sure we keep to our promises, then you are the person we are looking for.

Come and join us and start your own journey with Accent. We aim to be number one, and you could help us get there.

As an Asset Data Analyst, a typical day might include:

- Identifying and detecting good, marginal and poor Net Present Value (NPV) and social objectives performance from the homes portfolio
- Producing homes condition programmes to offer reliable and accurate data for use in financial planning / borrowing, investment in homes and keeping customers safe
- Providing analysis of homes performance in determining investment / divestment needs to optimise future return on homes
- Ensuring stock condition programmes are defined, and organised to allow for surveyors/consultants to deliver the stock condition survey programme to target
- Analysing repairs and voids activity to inform homes investment needs, to improve the quality of homes and improve the customer experience
- Working with internal & external customers build local knowledge and context into homes management and planned programme production
- Undertaking smoothing and modelling of the planned programme to optimise timing of investment in homes and enable contractor delivery / continuity
- Applying quality standards to the homes portfolio to ensure a consistent standard of home is provided and customers are kept safe
- Creating a dynamic 30-year planned programme for use in financial planning and creating visibility for internal and external customers
- Feeding into and shaping the energy efficiency strategy
- Implementing a data integrity strategy which ensures all data is accurate and pinpointed for collection



- Undertaking quality assurance checks to support data integrity
- Developing reporting requirements and platforms to showcase planned programme, homes condition and asbestos for proactive / predictive use
- Creating annual budgets for all customer safety, service delivery, quality standards and investment needs
- Using your expertise and fresh thinking to implement innovative ways of working and ensuring we stay ahead of the curve on approaches to homes management
- Applying your specialist skills to support colleagues across the group in ensuring that homes are well-managed and supported to perform well.

Your core role and focus are all about ensuring asset data held and collected is fit for purpose, meaningful. This is required for asset performance assessments and updating planned programmes. Your role will contribute towards the development of detailed and clearly targeted stock condition programmes, which ensure the right work is carried out at the right time, maximising component lifetimes, and reducing unplanned reactive repair/void spend.

You will be empowered to provide a forensic understanding of asset performance across the Accent portfolio and be able to communicate and demonstrate clear investment/divestment requirements. We want our people and our customers to be proud of the homes we provide and you have a key part to play in this.

What you'll bring

We'll expect you to be part of the team and deliver your service in line with our values and behaviours



The must haves:

- HND/HNC in an IT related discipline or building surveying/construction environment or equivalent relevant experience
- Fantastic attention to detail and ability to succinctly articulate analysis and opportunities for improvements to the Accent portfolio
- Conversant with asset management systems and creation of asset management reports
- Understanding of the Decent Homes standard, reduced standard assessment procedure (RDSAP) measurement and housing health & safety rating system (HHSRS) rules & measurement
- Experience of utilising 'smoothing' and 'modelling' techniques for planned works programmes
- Track record of managing data quality assurance processes
- Experience of using homes management matrix methodologies
- Experience of survey technology software and production of homes condition programmes
- Ability to provide guidance and training for stock condition surveyors
- Ability to create collaborative relationships with all internal & external stakeholders
- Numeracy and literacy skills essential.
- IT literacy, confident in use of SQL systems, MS Office applications as well as the ability to use company operational software

The added extras:

- You'll be adept at change, having got hands on experience living and breathing new ways of working and knowing how to bring your colleagues along for the experience.

We all have our part to play

- We're committed to our vision and demonstrate behaviours, which are in line with our core values.
- We ensure that all aspects of our work are delivered with a customer focus to all internal and external users in line with our internal/external service offer.
- We uphold our commitment to inclusion, equality and diversity.
- We're aware of our personal responsibilities regarding health and safety, and ensure that our Health & Safety policies are adhered to in all aspects of our work.
- We treat all data with respect, ensuring we only use it for the correct purpose and is handled safely and securely.
- We promote and achieve Value for Money (VfM) within our areas and across the organisation.

This job description is intended to give the post holder an appreciation of the role envisaged and the range of duties and responsibilities to be undertaken. It does not attempt to detail every activity. Specific tasks and objectives will be agreed with the post holder at regular intervals. The post holder will be required at all times to perform any other reasonable task, as requested by the Line Manager in order to meet the operational needs of the business.



Signed: _____

Name: _____

Date: _____

