



JUNIOR DATA ANALYST AT INFRASTRUCTURE THINK TANK

About Infrastructure Partnerships Australia:

Infrastructure Partnerships Australia is an industry think tank and an executive member network, providing research focused on excellence in social and economic infrastructure. We exist to shape public debate and drive reform for the national interest.

We consider infrastructure to span transport, utilities and social infrastructure (such as social housing, health and justice), and also focus on cross-sectoral issues such as investment, procurement and data.

The Policy team underpins our position as the nation's infrastructure think tank. Working directly with policymakers and industry practitioners, the team develops industry-leading public policy to advance the infrastructure reform agenda.

As part of our suite of data products, Infrastructure Partnerships Australia manages and operates the Australia & New Zealand Infrastructure Pipeline (ANZIP). Supported by the Australia and New Zealand governments, ANZIP provides an independent, unbiased and real-time view of the forward pipeline of infrastructure projects across the two countries.

The role:

We are recruiting for a junior analyst to assist with the upgrade of our data products on a casual basis (three days per week).

Reporting to the Senior Policy Adviser, you will take an important role in ensuring the integrity and completeness of our data products, with a focus on the current upgrade of ANZIP being undertaken. Specifically, your primary task will be to filter and transfer project data from the current ANZIP platform to the new one being developed.

This will also allow you the opportunity to shape the use and application of our data.

The ideal candidate need not be from any specific background but we expect you to be intellectually curious, personable and comfortable working within a motivated and fun team. You will need to be comfortable with words as well as numbers. An interest in infrastructure is ideal.

This position is ideal for tertiary students, with flexibility provided for candidate's tertiary study timetable.

Key responsibilities:

- research and collate infrastructure project and contract data
- critical analysis of project and contract information
- data entry and ensuring integrity of data
- assist in development of data products and tools
- identify, investigate, and resolve data exceptions and data quality issues





Skills & Attributes:

- good written and oral communication skills
- demonstrated proficiency with Microsoft Excel and other data analysis products
- attention to detail
- strong initiative
- willingness to learn and take directions
- strong organisational skills
- a collaborative mindset
- an interest or experience in infrastructure planning and delivery, and
- experience compiling, analysing and interpreting economic and statistical data.

Terms & Conditions:

- Sydney CBD based position
- Casual position - up to 25 hours per week (may vary during busy period)
- remuneration commensurate with experience, and
- initial three-month period of employment, which may be extended based on the company's requirement

Application Process

Please apply as soon as possible as applications will be reviewed on an immediate basis. To apply, send a covering letter and CV to ipacareers@infrastructure.org.au.

