



Creating great homes together

# Role Profile

**Position**

**Performance Analyst**

**Reporting to**

**Data and Insight Manager**

## What you can expect

We're a magnificent place to work, where talented and ambitious people enjoy rewarding, purposeful and fulfilling careers in an inspirational environment.

- Support in your continuous professional development.
- Passion, commitment, and drive to do the right thing and continuously improve.
- A fast paced and collaborative environment.
- Agile working based at home, travelling to Magna sites as required. At Magna, we are committed to your growth and professional journey. We offer ample opportunities for further training and development, empowering you to excel in your career. Our comprehensive benefits package underpins our commitment to your well-being and includes a generous Pension Scheme, Health Care Cash Plan, Wellbeing Portal and Employee Assistance Program. These resources are designed to support both your mental and physical health, ensuring your success in both personal and professional aspects of life.
- We actively support our local communities and encourage employee involvement by offering one paid day per year for volunteer activities alongside access to Credit Union facilities and Colleague Voice. You will also benefit from Company Sick Pay and a competitive annual leave entitlement, which increases progressively with your length of service over the first five years.

## What you are known for

- An ability to turn complex data into actionable insights that drive improvements.
- Your thoroughness and accuracy in data analysis and reporting.
- A reputation for being proactive in identifying areas for improvement and suggesting innovative solutions.
- As a valuable team member who can effectively support various departments in achieving their performance goals.

## What you take care of

- Analysing and interpreting performance data to support decision-making and improve service delivery.
- Managing, administering, and maintaining our performance reporting systems, including Ideagen Pentana. Making sure system access remains up to date and training new users.
- Generating reports, and providing insights to the Leadership Team, Executive and Strategic Boards.
- Building and maintaining a new business performance framework that aligns with our Better Futures Strategy.
- Working with the business to collate, manage, resolve any validation issues, and submit Regulatory Reporting Returns, e.g. Statistical Data Return, Tenant Satisfaction Measures, etc.
- Submitting data to reporting partners, identifying trends, benchmarking against industry standards, and recommending actions to enhance efficiency and effectiveness.
- Subject matter expert on performance reporting from Housemark. Administrative contact to arrange access for new users to the correct access level. Manage users for Magna.
- You will also collaborate with teams to develop performance metrics and ensure data accuracy and integrity.

## What you need to be successful

- Strong analytical mindset and proficiency in data analysis tools and software.
- Excellent communication skills are essential to present findings and recommendations clearly to stakeholders.
- A good understanding of the housing sector and relevant performance metrics.
- Attention to detail, problem-solving abilities, and the ability to work independently and as part of a team are crucial.
- Strong analytical and problem-solving skills.
- Exceptional interpersonal skills, with a self-motivated, logical, and structured approach.

## Qualifications required

Applicants with transferable skills are encouraged to apply.

Although not essential, it would be advantageous to hold:

- An accreditation in statistical analysis.
- Chartered Institute of Housing qualification.
- Degree level qualification.

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