

JOB DESCRIPTION

TITLE	Super User
CONTRACT TERM	FIXED TERM 6-month contract starting July/August 2020.
LOCATION	SE1, London and remote working
HOURS	Full time (40 hours per week, inclusive of breaks) The working pattern will normally be Monday – Friday with occasional requirement for evening/weekend working for which TOIL is given in accordance with the policy.
REPORTING TO	CEO, Traffik Analysis Hub
LINE MANAGEMENT OF	N/A
GRADE/SALARY	£35,000

JOB PURPOSE

TAHub are looking for a Super User with;

1. previous specialist technical expertise, ideally including data management,
2. experience in a 'consulting' or customer-focused position, delivering requirements to users.

We are looking for someone who, using their technical expertise, can build and communicate with prospecting and existing participants to maximise engagement with the Hub.

KEY RESPONSIBILITIES

- Manage access to the TAHub system and general system administration.
- Manage data sources and works with the team to onboard new members.
- Gather and analyse user requirements, translating them into business / technical requirements and KPIs.
- To demo the system and features / functionality to current and prospective Members.
- Train and upskill participant network on data management and 'cleanliness', as well in how to use the Hub most effectively.
- Responsible for data protection and security related to the Hub.
- Participates in creation of collective data sharing policies.



- Works co-creatively with the CEO, Board of Trustees and Members to craft the strategic direction of the Hub from a technical perspective.
- Performs such other duties as reasonably correspond to the general character of the post and are commensurate with its level of responsibility.

SKILLS & EXPERIENCE

- Application support
- Data management
- Database administration
- Information security management
- IT architecture
- IT management
- IT governance
- Product management
- Requirements management

TRAFFIK ANALYSIS HUB

STOP THE TRAFFIK and IBM have created the first ever global data hub to facilitate the sharing of information about human trafficking across all industries and sectors.

Global efforts to counter human trafficking are ineffective and fragmented. The recent rise of the internet and technology have made it easy for traffickers to recruit and exploit.

Only by working together, by sharing our data safely and enhancing every participants ability to deliver, can we make a real and lasting impact on a global scale.

Join us to be part of history and finally put an end to trafficking.

Find out more at www.traffikanalysis.org.