



THE PERSON

SENIOR PENSIONS ANALYST

Criteria	Essential / Desirable	Method of Assessment
Qualification		
A Level standard of education or equivalent experience.	E	
At least 5 years' experience working with data in roles such as a developer, data analyst, or similar, preferably in financial institutions.	E	
Knowledge & Experience		
Excellent knowledge of the Local Government and Firefighter Pensions regulations.	D	
Experience of pension scheme administration or the employer role on behalf of an organisation.	E	
Expert knowledge of analysing data and producing reports and recommendations.	E	
Experience of working independently and as part of a team.	E	
Experience of managing changing priorities and situations.	E	
Experience of planning the use of resources and contributing to financial decisions.	E	
Knowledge of the broader activities of Essex Fire & Rescue Service.	D	
Skills & Abilities		
Excellent written, verbal and presentation skills including the ability to produce and share complex information and to write reports for the Senior Leadership Team, and Pension Board Members.	E	
Excellent level of ICT literacy and expert knowledge of systems such as Word, Excel, Outlook, Powerpoint and Sharepoint.	E	

Person Specification

Good knowledge of Power Apps, SQL or other SQL variants, and AI.	D	
Ability to quickly develop knowledge.	E	
Capable of leading programmes, projects or initiatives, which have significant strategic impact.	E	
Able to work on own initiative with minimal supervision.	E	
Excellent interpersonal skills, able to communicate effectively and professionally and remain calm and polite under pressure.	E	
Can effectively balance own work, priorities and deadlines to meet challenging targets even if managing several projects or work streams.	E	
An inquisitive mindset and a passion for continuous self-improvement and learning, to provide innovative solutions for the maximum benefit of the team.	E	
Demonstrates attention to detail and works methodically, responding to changes to meet deadlines.	E	
Other		
Willingness to work flexibly.	E	Application Form
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E	Application Form
Contribute to a positive working environment ensuring commitment to equality and diversity.	E	Application Form