

# Data Analyst

## Key details

- **Remuneration:** Benchmarked against our competencies framework at GBP 55,000 - 70,000 (USD 66,000 - 85,000) dependent on experience.
- **Hours:** Full time, 37.5 hours a week but flexible working will be considered, including a 4-day week.
- **Annual leave:** 26 days plus the public holidays of your country of residence.
- **Location:** Home-based, remote working. Flexible work location up to +/-5 UTC (GMT) with regular virtual team meetings and in-person sessions (restrictions permitting). Applicants must have the right to work in their country of residence as we cannot provide work visas for any country.
- **Contract type:** Permanent employee for those with the legal right to work in the UK; self-employed contractor for all other countries.
- **Reports to:** Head of Technology
- **Line management:** Contractors as required.

## About Open Ownership

[Open Ownership](#) is driving the global shift towards transparency over who owns and controls corporate vehicles, known as beneficial ownership transparency (BOT).

We are working to create a world where governments, businesses, and citizens can readily access and effectively use accurate, complete, and high-quality evidence and information on the true owners of companies, not only to achieve transparency but to reduce key global and national risks such as corruption and tax evasion, and create a more sustainable business environment.

To achieve this, our team of implementation, technology, policy, and research experts:

- Provides technical assistance to [implement](#) beneficial ownership transparency reforms;
- Builds [technology](#) and capacity to use beneficial ownership data; and
- Conducts [research](#) and advocates to shape global policy and practice.

We are a remote organisation with a growing global [team](#) of individuals based in Argentina, France, Mexico, Nigeria, the Philippines, South Africa and Zambia, as well as the United Kingdom (UK) where currently 50% of the organisation is based.

We offer a fast-paced environment with an emphasis on agility and flexibility. People who enjoy learning and variety in their work will be particularly well-suited for our team. Although home-based, our fully remote team does meet in-person at least once a year (restrictions allowing).

## Purpose of the post

Open Ownership is looking for an experienced individual to join our data and technology team to help people across the world use and learn from beneficial ownership data in order to actively reduce corruption risks and improve governance.

The successful candidate will be responsible for analysing data on how people and entities own or control corporate vehicles, increasing usage of [beneficial ownership data](#) published in line with Open Ownership's guidance and demonstrating how high-quality data produced in line with the [Beneficial Ownership Data Standard](#) (BODS) can help answer data user needs.

The Data Analyst will also act as a source of information and support for implementing BODS, explaining what the standard is, how it works and how it can be implemented. You will contribute to the development of BODS by analysing datasets published using BODS and testing BODS with implementers, refining it in response to feedback, and sharing learning across policy and technical aspects of reform.

You will work with the Head of Technology to achieve this in collaboration with technical partners and external stakeholders.

You'll proactively work with colleagues across our team to spread awareness about BODS datasets, apply Open Ownership's [tools](#) to support national governments implementing BOT, and share this knowledge across and beyond the organisation.

## Key tasks and responsibilities

### Data analysis and data standard support

- Analyse and examine national and global datasets on how people and entities own or control corporate vehicles such as companies, trusts and partnerships;
- Demonstrate how to analyse and interpret data produced in line with BODS in a range of formats and using a range of tools;
- Work with Open Ownership team members to feed data evaluations back to national governments implementing BOT to improve data quality and support further technical development. These evaluations will also help inform the future development of BODS;
- Speak publicly, in a range of forums, about BODS, beneficial ownership data and Open Ownership's technology offering.

### Share learning from data evaluations and partnerships

- Evaluate published datasets and demonstrate how Open Ownership's open source tools help support greater reuse of high-quality beneficial ownership data to achieve policy goals;
- Develop and share knowledge about data publishers' contexts, successes and challenges;
- Proactively engage with Open Ownership's diverse team to integrate technical learnings into future areas of work.

### Develop Open Ownership's technology tools in line with data user needs

- Work with stakeholders internationally to identify and resolve key policy and implementation challenges, to produce high-quality and interoperable beneficial ownership data;
- Gather user stories and develop requirements for data-related tools, processes and products;
- Explore, analyse and report on data for technical and policy audiences;
- Contribute to the development of data standards.

## Candidate profile

- Extensive experience working in data analysis/analyst roles with diverse stakeholders and/or technical data projects. Experience working with governments to implement digital reforms and/or working on open-source projects would be an advantage;
- Ability to deliver high-quality technical analysis, including the ability to link technical detail with subject matter expertise and policy goals or context;
- Understanding of one or more structured data formats (JSON, XML, relational databases, spreadsheets, etc.) and ability to analyse, clean or visualise data (for example using Python, spreadsheets, SQL or other technologies);
- Ability to provide technical support to stakeholders from all over the world, using excellent verbal and written skills to communicate complex topics;
- Ability to work directly with stakeholders to gather and analyse requirements and constraints for data-related processes, products and tools;
- Ability to understand, work with and contribute to the development of data standards;
- Passion for how open data and policy can together drive positive impact, and knowledge of this work in contexts globally;
- Excellent written and verbal communication skills (English), particularly communicating with policy and technical audiences;
- Ability to self-organise and work autonomously in a remote organisation across multiple time zones;
- Additional languages such as French or Portuguese would be welcome and Spanish especially would be an advantage.

## Application process

We want to hear from all voices and particularly encourage individuals of diverse and marginalised communities to apply. If there is a requirement in the job description which you feel you don't quite meet but you are still keen to apply then please do.

Please note that Open Ownership is a fiscally sponsored organisation and the contract will be executed in the name of our US fiscal sponsor Global Impact - a non-profit - on behalf of Open Ownership.

Open Ownership uses the [Applied platform](#) for our recruitment which is designed to promote

diversity and inclusion through anonymised applications and scenario-based questions. Our initial process will be solely based on your anonymised answers within the Applied platform.

We will also ask you to submit your CV, but your CV will not be reviewed unless we decide to invite you to interview. If you reach the final stage of interviews, we will retain your details for future posts at Open Ownership, unless you tell us otherwise.

To apply, [please complete the question-based process on the Applied platform](#) by 23:59 UTC (GMT) on 31 May 2024.