

# Position Description



**Position Title:** Data Analyst, Queensland Resources Council

**Reports to:** Policy Director, Economics, Infrastructure and Energy

**Work Area:** QRC, Level 29, 12 Creek St, Brisbane

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## Data Analyst

The Queensland Resources Council (QRC) is the peak representative organisation of the Queensland minerals and energy sector. QRC's membership encompasses minerals and energy exploration, production, and processing companies, and associated service companies. The QRC works on behalf of members to ensure Queensland's resources are developed competitively and in a socially and environmentally sustainable way. QRC's agenda is focused on promoting the sector's contribution to Queensland; reducing the cost of doing business; supporting leading environmental management; and excellence in health and safety.

### Position Overview:

The Data Analyst plays a central role in supporting the strategic imperatives of the Queensland Resources Council (QRC). This role analyses economic and industry data, research, and provides insights that drive policy decisions and advocacy efforts of the QRC and its members.

The ideal candidate will have a background in business, finance or economics with strong data analytics experience and with a keen interest in resources and energy sectors, market trends and policy.

### Key Responsibilities:

#### 1. Data Collection and Analysis:

- Gather and analyse economic and industry-specific data from various sources about coal, metals, gas and critical minerals.

- Develop and maintain databases and data lakes to support ongoing research initiatives.
- Use statistical software and tools to perform quantitative analysis.
- Develop models that help analyse large data sets or visualise and sort insights.
- Conduct surveys and data collection from member organisations to report on industry trends, member insights and drive policy decisions including the QRC Economic Contribution Report.

## **2. Research and Reporting:**

- Collate insights and develop intelligence on industry trends, market conditions, member company reporting and regulatory impacts across all Queensland commodities
- Prepare detailed reports and presentations that summarise findings and recommendations for stakeholders, including key decision makers and member organisations.
- Monitor and evaluate economic indicators relevant to the resources sector.

## **3. Policy Support:**

- Support and collaborate with policy teams to provide data-driven insights that inform advocacy strategies and policies.
- Assist in the development of position papers and briefs on economic issues affecting the industry.

## **4. Stakeholder Engagement:**

- Present findings to the executive, policy directors, QRC members and other external stakeholders.
- Engage with industry experts, government officials, and other relevant parties to gather insights and foster collaboration.
- Support message development and provide insights to External Affairs and other policy areas that respond to stakeholder or media enquiries.

## **5. Continuous Improvement:**

- Stay up-to-date with industry trends, economic developments, and data analysis methodologies.
- Recommend enhancements to data collection and analysis processes.

## **Selection Criteria:**

### **Essential**

- Degree in Economics, Business, Statistics, Data Analytics or a related field.
- Proven experience as a data or business analyst, economist, or in a similar role, preferably in the resources industry or with understanding of the industry.
- Proficiency in statistical analysis software (e.g., R, Python, SAS) and data visualization tools (e.g., Tableau, Power BI).
- Strong analytical and critical thinking skills, with the ability to interpret complex data sets.
- Excellent interpersonal, written and verbal communication skills, with a talent for presenting data clearly and effectively.
- Ability to work collaboratively in a team environment and manage multiple projects simultaneously.

### **Desirable:**

- Knowledge of the resources industry, including mining, oil and gas, or renewable energy sectors.
- Experience with economic modelling and forecasting techniques.
- Familiarity with regulatory frameworks and policy issues relevant to the resources sector.

### **What We Offer:**

- Competitive salary and benefits package.
- Opportunity to make a meaningful impact on the resources industry.
- A dynamic and collaborative work environment.
- Professional development and growth opportunities.

### **Application Process:**

Interested candidates are invited to submit their resume and a cover letter detailing their relevant experience and interest in the position to Judy Bertram by 13 January 2025 via [judyb@qrc.org.au](mailto:judyb@qrc.org.au).