

ROLE:	Data Operator	CODE:	
DIVISION/DEPARTMENT:	Product Team	LOCATION:	Reading, UK
ACCOUNTABLE TO:	CEO		
PURPOSE:		ORGANISATIONAL RELATIONSHIP:	
Maintain database of devices. Execute regular maintenance jobs. Distribute device data to customers and web sites.		Reports to CEO	
BUDGETS			
DIRECT STAFF:	0	REVENUE:	0
INDIRECT STAFF:	0	CAPITAL:	0

ACCOUNTABILITY (outputs, deliverables)	DECISIONS	MEASURES
Run data import jobs and match new user agents to existing profiles.	Matching user agents to device profiles.	Database maintains 99.8% accuracy during export. No customer complaints relating to incorrectly matches devices.
Create new profiles.	Determine when new hardware devices, operating systems, browsers and crawlers are released and identify the associated properties using various tools and techniques.	Device profiles pass peer review. All new devices, operating systems and browsers from registered manufacturers added on a monthly cycle. No customer complaints relating to incorrectly assigned properties.
Distribute device data to private and open forums as agreed.	Ensure data quality in the export.	All data distribution completed by 5pm on Tuesday every week.
Monitor on-line forums and 51D web site to promote 51D and its products relating to data quality.	Respond to relevant on-line questions.	Good feedback from on-line community about 51D data and the people that work for 51D.

ACTIVITIES (Tasks to achieve accountabilities)	ACTIVITIES (cont)
<ul style="list-style-type: none"> • Maintain database of devices. • Execute regular maintenance jobs. • Distribute device data to customers and web sites. 	

COMPETENCIES	EXPERIENCE
<p>Logical and tidy mind.</p> <p>Good maths skills. GCSE C or above.</p> <p>Passion for accurate and consistent data.</p> <p>Understanding of the operation of world wide web and concepts such as HTTP, Facebook and Google.</p> <p>Good written English skills.</p> <p>Willingness to learn and be part of a successful team.</p>	<p>Minimum 2 years working with relational data in an environment where data accuracy and quality is very important.</p> <p>Desirable:</p> <p>Knowledge of regular expressions.</p> <p>Knowledge of programming languages.</p>

