

You need JavaScript enabled to use this service.

Cookies on Civil Service Jobs

We use some essential cookies to make this website work.

To understand how you use Civil Service Jobs and improve the website we'd like to set some additional cookies.

cd3b2c57bb33356fae6ffa92ec7bcac8.17704

Accept additional cookies

Reject additional cookies

1770479524-d5e5e99596bc75b898768e39e

change
Language
121
BQsDAAAABgoESm9icwAAAAIwYWdlY2xhc3M
1224
yes
1770479524-d5e5e99596bc75b898768e39e

Data Governance and Privacy Manager

Government Digital Service

Apply before 11:55 pm on Sunday 15th February 2026



Government
Digital Service

Reference number

446119

Salary

£42,382 - £50,220

£42,893 - £45,653 (National) / £46,725 - £50,220 (London) Based on capability. The base salary of this grade is £46,169 for London and £42,382 for other locations. Offers made above this will be made up with a specialist pay allowance.

Job grade

Senior Executive Officer

Contract type

Permanent

Business area

GDS - Product Strategy, Planning & Performance

Type of role

Digital

Governance

Information Technology

Working pattern

Flexible working, Full-time, Job share, Part-time, Compressed hours

Number of jobs available

3

Contents

Location

About the job

Benefits

Things you need to know

Apply and further information

Location

Bristol, London, Manchester

About the job

Job summary

The Government Digital Service (GDS) is the digital centre of government we are responsible for setting, leading and delivering the vision for a modern digital government.

Our priorities are to drive a modern digital government, by:

1. joining up public sector services
2. harnessing the power of AI for the public good
3. strengthening and extending our digital and data public infrastructure
4. elevating leadership and investing in talent
5. funding for outcomes and procuring for growth and innovation
6. committing to transparency and driving accountability

We are home to the Incubator for Artificial Intelligence (I.AI), the world-leading GOV.UK and at the forefront of coordinating the UK's geospatial strategy and activity. We lead the Government Digital and Data function and champion the work of digital teams across government.

We're part of the Department for Science, Innovation and Technology (DSIT) and employ more than 1,000 people all over the UK, with hubs in Manchester, London and Bristol.

The Government Digital Service is where talent translates into impact. From your first day, you'll be working with some of the world's most highly-skilled digital professionals, all contributing their knowledge to make change on a national scale.

Join us for rewarding work that makes a difference across the UK. You'll solve some of the nation's highest-priority digital challenges, helping millions of people access services they need.

Job description

The Data Governance Team, as part of the GDS Product, Strategy, Planning and Performance directorate, provides specialist expertise and leadership across the Government Digital Service. GDS has specialist data protection requirements and needs extensive data governance controls to be designed and incorporated into product development. Strong privacy controls designed and built from the outset maintain users' confidence in the digital services delivered by GDS.

The Data Governance team has an excellent track record for their enabling and pragmatic attitudes to support delivery teams in achieving GDS's strategic objectives at a fast pace whilst balancing robust data protection compliance. The postholder will lead on delivering data protection excellence across GDS in products such as the [GOV.UK](#) web platform, App, analytics and new and upcoming products such as [GOV.UK Chat](#).

As a Data Governance and Privacy Manager, you will:

- support the Data Protection Lead to ensure the GDS Product Group complies with data protection law by delivering flexible and pragmatic governance practices that enable delivery at pace

- lead and deliver high quality Data Protection Impact Assessments (DPIAs), Privacy Notices and Records of Processing Activities for new projects at pace

- support other key processes including delivering data subject rights and managing personal data incidents

- identify, assess and manage data protection risks, ensuring that risks are appropriately escalated to the Data Protection Lead and GDS Senior Management

- design and deliver training to ensure GDS staff understand data protection obligations and best practices, fostering a culture of data privacy at all levels

- work closely with GDS colleagues to build trust

- deliver high quality written and verbal briefings to all levels, including delivery managers and senior management

work closely with external stakeholders such as the Information Commissioner's Office (ICO) and privacy groups to ensure compliance and address queries

provide proactive support to the Data Protection Lead to manage compliance, identify risks, and deliver strategic objectives

prioritise effectively to manage a high volume, fast paced and frequently evolving workload

manage workload to ensure that priorities align with strategic and team objectives and deadlines are met

provide expert advice and direction on complex and novel forms of processing, especially on AI

balance legal requirements against the need to deliver innovative solutions to benefit the public, supporting timely delivery of demanding GDS targets

Person specification

We're interested in people who have:

experience at delivering data protection compliance within complex digital projects with the ability to enable the use of innovative techniques such as the use of AI etc

a strong understanding of data protection law (eg UK GDPR, DPA 2018)

hold a relevant privacy qualification such as IAPP (CIPP/E, CIPM) or PDP, with experience of delivering data protection within fast paced organisations

proven experience in managing multiple complex tasks simultaneously, prioritising workload and meeting challenging deadlines in a fast paced environment

the ability to work under pressure and adjust priorities where necessary

extensive experience of delivering Data Protection Impact Assessments which enable delivery and mitigate risks through pragmatic solutions

the ability to proactively identify risks and opportunities for improvement

proven experience of using excellent verbal and written communication skills to build strong relationships and influence data protection practices

skills in translating data protection requirements into clear, practical advice

strong experience of working as part of a team, collaborating effectively with colleagues to achieve collective goals and enhance team performance

Benefits

There are many benefits of working at GDS, including:

flexible hybrid working with flexi-time and the option to work part-time or condensed hours

a Civil Service Pension with an average employer contribution of 28.97%

25 days of annual leave, increasing by a day each year up to a maximum of 30 days

an extra day off for the King's birthday

an in-year bonus scheme to recognise high performance

career progression and coaching, including a training budget for personal development

a focus on wellbeing with access to an employee assistance programme

job satisfaction from making government services easier to use and more inclusive for people across the UK

advances on pay, including for travel season tickets

death in service benefits

cycle to work scheme and facilities

access to an employee discounts scheme

10 learning days per year

volunteering opportunities (5 special leave days per year)

access to a suite of learning activities through Civil Service learning

access to children's holiday play schemes across different locations in central London

Any move to Government Digital Service from another employer will mean you can no longer access childcare vouchers. This includes moves between government departments. You may however be eligible for other government schemes, including Tax Free Childcare. Determine your eligibility at <https://www.childcarechoices.gov.uk>

Office attendance

The Department operates a discretionary hybrid working policy, which provides for a combination of working hours from your place of work and from your home in the UK. The current expectation for staff is to attend the office or non-home based location for 40-60% of the time over the accounting period.

DSIT does not normally offer full home working (i.e. working at home); but we do offer a variety of flexible working options (including occasionally working from home).

Things you need to know

Artificial intelligence

Artificial intelligence can be a useful tool to support your application, however, all examples and statements provided must be truthful, factually accurate and taken directly from your own experience. Where plagiarism has been identified (presenting the ideas and experiences of others, or generated by artificial intelligence, as your own) applications may be withdrawn and internal candidates may be subject to disciplinary action. Please see our [candidate guidance \(opens in a new window\)](#) for more information on appropriate and inappropriate use.

Selection process details

The standard selection process for roles at GDS consists of:

a simple application screening process - we only ask for a CV and cover letter of up to 1000 words. Important tip - please ensure that your cover letter includes how you meet the skills and experience listed in the person specification section above

successful candidates will then be asked to attend a 60 minute video interview.

In order to assist candidates with this role, we will be holding a virtual recruitment event on **Monday 2nd February at 12:00 to 13:00** where we will introduce you to what it is like to be a Data Governance & Privacy Manager at the Government Digital Service, the team that you will be potentially working with and a bit about how the application and interview process works within the civil service. There will also be time to answer any questions.

If you would like to join this recruitment open day session, access the session, please using this [Google link](#).

Depending on how many applications we get, there might also be an extra stage before the video interview, for example a phone interview or a technical exercise.

In the event we receive a high volume of applications, we will conduct the initial sift against the lead criteria which is:

experience at delivering data protection compliance within complex digital projects with the ability to enable the use of innovative techniques such as the use of AI etc

In the Civil Service, we use [Success Profiles](#) to evaluate your skills and ability. This gives us the best possible chance of finding the right person for the job, increases performance and improves diversity and inclusivity. We'll be assessing your technical abilities, skills, experience and behaviours that are relevant to this role.

For this role we'll be assessing you against the following [Civil Service Behaviours](#):

leadership

making effective decisions

communicating and influencing

managing a quality service

We'll also be assessing your experience and specialist technical skills against the following skills defined in the Government Digital and Data Capability Framework for the Data Governance and Privacy Manager role:

- data ethics and privacy
- enabling and informing risk-based decisions
- stakeholder relationship management
- communicating analysis and insight
- strategic thinking
- communicating between the technical and non technical

Want to know more about who Government Digital and Data are? [Click Here](#)

Recruitment Timeline

Sift completion: 20th February 2026

Panel interviews: 2nd March 2026

Candidates that do not pass the interview but have demonstrated an acceptable standard may be considered for similar roles at a lower grade.

A reserve list will be held for a period of 12 months, from which further appointments can be made.

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and [the Civil Service D&I Strategy](#).

Please note that this role requires SC clearance, which would normally need 5 years UK residency in the past 5 years. This is not an absolute requirement, but supplementary checks may be needed where individuals have not lived in the UK for that period. This may mean your security clearance (and therefore your appointment) will take longer or, in some cases, not be possible.

For meaningful checks to be carried out, you will need to have lived in the UK for a sufficient period of time, to enable appropriate checks to be carried out and produce a result which provides the required level of assurance. Whilst a lack of UK residency in itself is not necessarily a bar to a security clearance,

and expectation of UK residency may range from 3 to 5 years. Failure to meet the residency requirements needed for the role may result in the withdrawal of provisional jobs offers.

Sponsorship

DSIT cannot offer Visa sponsorship to candidates through this campaign. DSIT holds a Visa sponsorship licence but this can only be used for certain roles and this campaign does not qualify.

Feedback will only be provided if you attend an interview or assessment.

Security

Successful candidates must undergo a criminal record check.

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is [security check \(opens in a new window\)](#).

[See our vetting charter \(opens in a new window\)](#).

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application

for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

Working for the Civil Service

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's [recruitment principles \(opens in a new window\)](#).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

Diversity and Inclusion

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan \(opens in a new window\)](#) and the [Civil Service Diversity and Inclusion Strategy \(opens in a new window\)](#).

Apply and further information

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

The Civil Service welcomes applications from people who have recently left prison or have an unspent conviction. [Read more about prison leaver recruitment \(opens in new window\)](#).

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

Contact point for applicants

Job contact :

Name : gdsrecruitment@dsit.gov.uk

Email : gdsrecruitment@dsit.gov.uk

Recruitment team

Email : gdsrecruitment@dsit.gov.uk

Further information

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint, you should contact gds-complaints@dsit.gov.uk in the first instance.

If you are not satisfied with the response you receive you can contact the Civil Service Commission by email: info@csc.gov.uk Or in writing: Civil Service Commission, Room G/81 Horse Guards Road, London, SW1A 2HQ.

