## Career Community Owner:

Commercial & Business Direction

## Job Family Owner:

COMM-Data Analytics

# (F) Business Data Knowledge

## Skill Description:

End-to-end understanding of how data flows through the system due to processes that are implemented

## Proficiency Level Descriptions

|  |  |  |  |
| --- | --- | --- | --- |
| Level 1 | Level 2 | Level 3 | Level 4 |
| • Knowledgeable of system master data and the associated fields (e.g. plant master in SAP)• Understands how records of various types are created in the system (e.g., for ERP record types would include sales documents, hydrocarbon movement, expenses, purchase orders)• Comprehends how the master data for an item impacts transactions and reporting• Can identify the interfaces (internal and external modules) within systems• Recognizes the need for data validations where appropriate | • Understands how data progresses through the system and the relationships between master data attributes and field requirements• Can explain system records processing - allocations, transformations, consolidation, derivations, data enhancements, etc.• Appreciates the impact business process changes / organizational changes may have on master data values / set-up / governance• Demonstrates a deeper understanding of systems interfaces, the data flow, mapping, and impacts of changes to one system on the other• Identifies and resolves data integrity issues (incorrect coding/mapping) and develops and justifies system additions / changes to address them, when required | • Trains or mentors others on data infrastructure and governance processes• Identifies and suggests improvements to data infrastructure strategy within a limited scope (e.g., improved master data structure to improve reporting)• Leads design data infrastructure strategy (i.e. inclusion of master data, required vs optional fields, and how attributes intersect)• Understands integration and interfaces with other processes, systems and organizations | • Advocates global standardization in data infrastructure strategy and governance, and drives global adherence to guidelines• Promotes consistent use of systems use across functions and geographies; develops and champions global best practices• Mentors and provides strategic guidance on how to design and implement a data strategy, including system interface and mapping structure• Designs system transaction flow, allocation cycles, interfaces, and mapping structure |

## Potential Meaningful Experiences (Examples of opportunities to exhibit this skill)

|  |  |  |  |
| --- | --- | --- | --- |
| Level 1 | Level 2 | Level 3 | Level 4 |
| • Contribute to a project involving master data or system interface change• Report on transactional/operational metrics and understand where data is being pulled from (which system(s), tools, etc.)• Serve as Administrator/Custodian of a specific process within an existing system | • Participate as a SME on a systems project and provide guidance towards processes and testing to ensure requirements are translated into the system• Contribute as a team member of a systems project that collaborates with IT Project Management in the new system design• Knowledgeable of the entire process/module of the businesses they support (e.g. MM module) | • Lead a system project that requires interacting with process owners and IT organization to translate business requirements into technical requirements• Serve as a team member on one of the major SAP projects or a project of similar scale• Act as Administrator/Custodian/BCOE that can evaluate the entire process/module for the business they support | • Serve as Project/Program Manager or Business Venture Manager of a major system project that transforms current processes and systems• Advise on system/data architecture of an entire process or module for the business |

## Job Roles Associated with this Skill (Career Community / Job Family / Job Role)

Level 1

None

Level 2

Commercial & Business Direction  
 • COMM-Data Analytics  
 • Analytics Developer  
 • Data Specialist  
 • Data Subject Matter Expert  
 • Master Data Administrator  
 • Product Costing Specialist  
 • Systems Associate  
 • Systems Business Process Advisor  
 • Systems Manager / Supervisor  
 • Systems Project Advisor

Level 3

Commercial & Business Direction  
 • COMM-Data Analytics  
 • Analytics Manager / Supervisor  
 • Data Analytics Advisor  
 • Data Manager  
 • Data Supervisor  
 • Senior Analytics Advisor  
 • Senior Systems Business Process Advisor  
 • Systems Project Manager  
 • COMM-Strategy and Planning  
 • Corporate Senior Energy Advisor

Level 4

Commercial & Business Direction  
 • COMM-Data Analytics  
 • Systems Projects Program Manager

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