

Data Analyst, Dubai, United Arab Emirates

Hartland International School seeks to appoint a **School Data Analyst** to support our academic team.

Our School

Hartland has established a reputation for excellence in learning, teaching and leadership in the region with a student body of just over 2200 students from nearly 110 nationalities. We are a truly unique and international community where a strong blend of academic challenge, enrichment opportunities and pastoral support for all, targets and inspires excellence. All that we do is underpinned by a values-based family community of teachers, children and parents providing the best possible education for every child in our care.

The Post

The School Data Analyst will be responsible for managing the school's academic data systems, importing data and producing regular reports on student performance. The successful candidate will be a detail-oriented individual with a passion for data analysis and a strong ability to identify trends and patterns.

The successful candidate will:

- **Experience:** The candidate should hold a degree in a computer science-related field or having industry recognised experience or qualifications in data related fields.
- **Education:** Bachelor's degree or equivalent.
- **Knowledge of Data Systems:** Experience using Isams, ability to code in SSRS and using SchoolsBi, as well as previous experience in the education sector would be an advantage.
- **Communication:** Strong written and verbal communication skills in English.
- **Organisational Skills:** Excellent attention to detail, time management and ability to work under pressure during examination periods.
- **Technical Proficiency:** Experience with Isams, SchoolsBi and needed related IT software.
- **Committed:** Be committed to raising standards of data practice and conduct and show initiative to stay abreast of updates and developments. Be committed to and proactive with professional development to improve performance, as well as supporting the growth of colleagues.
- **Collaborative:** Be a collaborative individual with the ability to build strong and respectful relationships with staff and students.
- **Flexibility:** To be flexible in busy periods, especially during report seasons and school inspections.

In return you will have the opportunity to work in a premium state-of-the-art modern school with a committed and dedicated staff. We have a pro-active approach to continuing professional, personal development and wellbeing, and the successful candidate will join a school where our values and our community are integral to our ethos. You will receive a competitive and attractive tax-free salary, high quality fully furnished accommodation, private medical insurance, annual airfare to home country and an 'End of Service Gratuity'.

Safeguarding Statement

Policies for safer recruitment are aligned with the recommendations of the International Task Force on Child Protection. At Hartland International School we hold ourselves to a high standard of effective practices in relation to child protection and we are committed to safeguarding and promoting the welfare of children. We expect all staff and volunteers to share in this commitment. Successful applicants will be subject to various background checks including receipt of satisfactory references, proof of relevant qualifications, identification and police checks, including overseas checks.

The school is also committed to equality of opportunity and to the culture and principles of equity, diversity and inclusion.

How to Apply

The closing date for this position is 20 May 2026. Early applications are encouraged as we may interview on receipt of applications, prior to the closing deadline.

Candidates wishing to apply should complete the application form and upload it with a CV and covering letter to the HR Manager, Mrs Lurette Robertson at careers@hartlandinternational.com Please include a recent photograph.

Your application should include the names, addresses, email addresses and telephone numbers of three professional referees one of which must be your current Head of School. Applications will only be considered if they are completed.