

WARREN COUNTY PUBLIC SCHOOLS

JOB TITLE:	Data Engineer
JOB CLASS CODE:	7516
CLASSIFIED/CERTIFIED:	Classified
REPORTS TO:	Director of Technology
SALARY SCHEDULE:	175
FLSA STATUS:	Non-exempt

REQUIRED QUALIFICATIONS

High School Diploma (*Associate or Bachelor's degree in computer science, computer information systems, data systems management, or related field preferred*)

Minimum of three (3) years successful experience using database systems and related technology

Experience with SQL

DESIRED QUALIFICATIONS

Demonstrated technical skills and experience working with computers and related technologies

Strong analytical skills related to working with data sets

Experience in troubleshooting and repair of basic computer problems, and ability to perform general maintenance on computer hardware

Working knowledge of computer networks and network operating systems

Strong project management and organizational skills

Excellent verbal and written communication skills with ability to support and communicate effectively with certified employees, classified employees, and students in grades K-12

Experience with Object-Oriented Programming language

SCOPE OF RESPONSIBILITIES

The Data Engineer plays a critical role in supporting educational outcomes and operational efficiency by managing, optimizing, and securing the district's data infrastructure. This position is responsible for designing and maintaining robust data pipelines, ensuring seamless integration between the Student Information System (SIS), instructional and operational applications, identity management systems, and other district platforms. The data engineer ensures the adherence to student data privacy laws (FERPA/COPPA) and data security in cooperation with other departments.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Designs, builds, and maintains scalable automated data pipelines connecting various district systems (e.g., SIS, instructional and assessment platforms, HR/Finance systems)

Utilizes major K-12 Student Information Systems (e.g., Infinite Campus) and rostering standards (e.g., Clever, OneRoster, custom integrations, etc.) to achieve job functions and support high-level use of technology across the district

Manages and integrates cloud platforms such as Google Workspace for Education, Microsoft Azure, and other cloud platforms to optimize functionality and reliability of use

Develops and manages API integrations between third-party educational technology applications and district databases

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Maintains confidentiality of student and employee data in accordance with federal, state, and district regulations and policies

Ensures the accuracy, completeness, and reliability of data while supporting the automated extraction and validation of data for a variety of instructional and administrative purposes

Implements and enforces strict data governance policies and role-based access controls in compliance with FERPA, COPPA, district cybersecurity standards and other required protocols

Attends professional conferences and learning opportunities as requested by the Director of Technology in order to continue professional knowledge

Develops and distributes instructional and training resources to appropriate entities that directly impact the successful implementation of data systems in the district

Maintains required records with accuracy and fidelity

Performs other duties commensurate with the position as assigned by the Director of Technology and/or Superintendent or his/her designee

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine motor manipulations. The work at times requires bending, squatting, crawling, climbing and reaching, with the ability to lift, carry, push or pull objects or equipment weighing up to 25 pounds.

TERMS OF EMPLOYMENT

Number of days worked will be determined by the current school calendar adopted by the Warren County Board of Education. Salary shall be commensurate with adopted classified personnel salary schedule. Leave accrual will be as stated in Board Policy. Must be able to work a flexible schedule, including occasional evening or weekend hours for designated events or emergency situations.

EVALUATION

Performance of this job will be evaluated in accordance with the provision of Warren County Board of Education policy on evaluation of classified personnel. Evaluations will be conducted by the Director of Technology.

02/10/2022 WCBE

Pending BOE Approval 04/21/2026

I, _____, have read and understand the terms set forth in this job description.
(name of employee)

Signature of Employee

Date