

Your Job Description

At Moat, you'll embrace our vision, our professional standards, and behaviours wholeheartedly and uphold our values, actively contributing to our culture that is open, effective, customer-driven and driven by curiosity.

Who we are

We're a sector leading Housing Association, offering hybrid working, competitive pay and a supportive environment.

Our vision is to lead as a customer pioneer, driven by outside-in thinking, and dedicated to delivering an exceptional customer experience. We value every colleague and every team and want to support you in being the best you can be.

How we work

Our values and the way we behave form the cornerstone of our journey to achieving our purpose of 'opening doors to better lives' for our customers and our vision to become Customer Pioneers. Our standards and behaviours support our values and they provide clear expectations about how we behave and work as Moat Housing Professionals. You can find these below and the full behaviour framework is available on our website.

Be the Change

Be flexible and adaptable to change, sharing ideas and focusing on solutions.

Our Standards

Be inclusive
Be a leader

Our Behaviours

Be adaptable
Be smart working

Better Together

Set high standards, working together and welcoming every opportunity to learn and improve.

Our Standards

Be knowledgeable
Be skilled

Our Behaviours

Be collaborative
Be smart working

Own it

Take personal responsibility for making things happen and seeing things through.

Our Standards

Show integrity
Be ethical

Our Behaviours

Be empowered
Be accountable

Lead by Example

We work hard for our customers and take pride in making a difference to their lives.

Our Standards

Be an advocate

Our Behaviours

Be supportive
Be nurturing



We recognise the significance of equality, diversity, and inclusion (EDI) in achieving success, and we're fully committed to being genuinely inclusive in everything we do. As a Moat Housing Professional, we expect you to show strong commitment to our approach to EDI and to our health and safety, compliance, and code of conduct policies and practices.

Asset Data Analyst

Who's in my team?

Team	Existing Homes
Line Manager	Assistant Asset Manager – Systems & Ops
My direct reports	N/A
Updated	June 2026

What's my role?

To assist the Assistant Asset Manager (Systems & Ops) to maintain and improve the asset management system(s) software and work closely with the system suppliers to ensure they are developed and function efficiently.

Drive data integrity; by proactively auditing, maintaining and enhancing data quality, ensuring information remains up-to-date, accurate and reliable. Analyse data, trends and ensure that it is fit for purpose to enable informed investment planning, compliance reporting and that good business decisions are made with regards to our stock portfolio in accordance with our data governance.

Note: The Assistant Asset Manager (Systems & Ops), who you will report to, is responsible for the effective management of asset systems, incoming data, data quality and operational asset management processes.

What am I accountable for?

- Work closely with the Assistant Asset Manager (Systems & Ops) to implement and integrate new systems, modules and/or new functions to the asset management systems, including GIS mapping. Log and oversee support tickets both internally and externally. Help to provide training and support to the business, where necessary.
- Input, update and audit asset data to ensure it is accurate and reliable including data cleansing and validation work. Carry out data gathering, research and reporting, Work with large datasets to prepare it for complex analysis: re-arranging, recoding, and merging it with data from other sources.
- To assist with the Intelligent Energy Project, updating EPC survey data for both new and existing stock to ensure the SAP Rating is accurately calculated.
- Support the department's activities relating to the regulatory compliance, recording of assets, on-going programme management, the preparation of future programmes of planned maintenance and projects, providing statistical returns, compiling data and running standard reports, where necessary.
- Ensure handover information for new schemes and acquired properties is received from other departments, interpret the information and load accordingly

into Moat's Asset Management Systems and support the Home Improvement Surveying team to ensure completeness of surveys.

- To manage the Asset Management group inbox and CRM team cases, responding to queries.
- Assist in developing strategy, policies, procedures and processes.
- To carry out any other duties consistent with the post that may be required from time to time, at the discretion of the line manager.

Carrying out my work in line with our:

- Professional standards, reflecting our values and behaviour framework
- Policies, procedures, and code of conduct
- Commitment to equality, diversity, and inclusion
- Health and safety responsibilities
- Confidential reporting (whistleblowing) policies

What do I need?

Entry Requirements:

- A good standard of education, particularly in numeracy and analytical subjects.
- Experience working with property, asset, or compliance data in a housing asset team
- Excellent Excel and data manipulation skills, including importing, cleaning, and transforming data.
- Good knowledge of data structures including the ability to manipulate and restructure data.
- Understanding of Decent Homes, Building Safety, HHSRS and Awaabs Law.
- Familiarity with energy and EPC datasets, and interest in retrofit and carbon reduction data.
- Good written and verbal communication skills.
- Understanding customer experience / satisfaction.

Desirable: -

- Experience in a technical or practical construction related role.
- Accredited Domestic Energy Assessor
- Completion of HHSRS Practitioner Course.
- Knowledge of SQL, DAX, or Python for advanced analysis.
- Understanding of data governance and quality management frameworks.
- Experience working with contractors or survey partners to manage survey data submissions.
- Knowledge of lifecycle modelling, investment planning, and scenario analysis.
- Ability to translate complex datasets into clear insights and recommendations for non-technical audiences.

Behavioural Expectations: -

- Highly organised, with excellent attention to detail and accuracy.
- Curious and proactive in improving processes and data reliability.
- Collaborative approach with strong communication skills.
- Commitment to continuous learning and innovation in housing data management.

This role is hybrid, requiring attendance at a Moat office a minimum of 2 days a week or stock locations as needed to validate data or support projects. *All duties must be carried out in accordance with Moat's policies on Health & Safety, Equality, Diversity & Inclusion, and Data Protection.*