

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	Property Services
Line Manager	Assistant Asset Data Manager
My direct reports	N/A
Updated	June 2026

What's my role?

To assist in the delivery of Moat's strategic asset management strategy to ensure data is accurate, insightful and well governed.

The post holder will assist the Assistant Asset Data Manager in ensuring that records held within our Asset Management System are well maintained, reliable and up to date to enable informed investment planning, compliance reporting and ensure that good business decisions are made in regard to our stock portfolio, including the appraising of assets for potential disposal.

Note: The Assistant Asset Data Manager, who you will report to, is responsible for the effective use of asset data, reporting, analytics, business intelligence and programme planning.

What am I accountable for?

- Assist in the maintaining of accurate and complete asset data including component, lifecycle data and costings.
- Working with the data to prepare it for complex analysis: re-arranging, recoding, and merging it with data from other sources.
- Supporting the Assistant Asset Data Manager, in compiling, validating and producing planned works programmes for properties, buildings, estates and non-habitable stock. Ensuring we deliver the right measures for our homes/assets, cross checking against our sustainability, zero carbon strategy and any other relevant policies.
- Assisting in the compiling of all asset work streams to allow annual planned works budgets to be set.
- Support the Assistant Asset Data Manager with long-term lifecycle modelling and "what-if" scenarios to support the 30-year business plan.
- Assist in the production of individual and bulk Asset appraisals and delivering/assisting in the management of the outcome of the appraisal decision.
- Accurately reviewing all component data in line with the Governments Decent Homes Standard and Moat's internal policies and communicating the outcome of any reviews/enquiries to internal/external stakeholders, whilst ensuring the asset management system contains the most accurate and up to date information.

- Reviewing and monitoring to completion any risks raised under the Housing Health and Safety Rating Scheme and providing technical advice/assessment where required.
- Produce accurate reporting and work with the Data and Technology Team to produce dashboards to allow for proactive asset management.
- Auditing EPC and retrofit data within MRI and support Moat's sustainability objectives.
- Extracting, collating, reviewing and providing accurate cost information of future planned or actual completed works upon request in relation to property sales and service charging.
- Identify opportunities to streamline data processes and reporting using Power BI, checking generated reports for accuracy.
- Work closely with surveyors, compliance, and our sustainability colleagues to ensure consistent and reliable data capture.
- Carrying out any other duties consistent with the post that may be required from time to time, at the discretion of the line manager.
- Keeping accurate records and manage all data in accordance with our Data Governance Framework, relevant legislation, and best practice. You must also understand and fulfil your responsibilities as set out in this framework.
- 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.*