Building homes, independence and aspirations

Job Profile

Job Title	Asset Data Manager		
Job Reference No.	HOMEJD056	Date of issue:	Aug 2026

The job in a **nutshell…**

Great decisions start with great information. The Asset Data Manager leads the data and systems that help us understand, invest in and look after our homes. They make sure asset information is accurate, reliable and easy to use, giving colleagues confidence in the decisions they make every day.
Working across teams, the role helps turn complex property data into meaningful insight, supporting investment planning, regulatory compliance and better outcomes for our customers and communities.

What **success** will look like**…**

Asset data remains accurate, trusted and available because strong governance and quality controls are in place. Colleagues and stakeholders have confidence in the information they use, supporting sound decision making, effective investment planning and wider business requirements.

Asset management systems continue to meet business needs because they are reliable, well maintained and aligned to organisational priorities. System performance supports day to day operations, regulatory requirements and decisions about future investment in homes.

High quality management information is available when required because reporting arrangements are robust and responsive. Complex asset data is turned into meaningful insight that supports performance management, financial planning and informed decision making at all levels.

Information from asset, maintenance and development activities is captured consistently and maintained through clear processes and ownership. Data remains complete, accessible and up to date throughout its lifecycle, protecting the integrity of core asset records.

Investment planning, financial forecasting and asset appraisal activity are supported by reliable data and robust assumptions. Decision makers can rely on the information available when prioritising resources, evaluating options and planning future investment, helping ensure homes, assets and budgets are managed effectively and sustainably.

Policies, procedures and system management standards remain clear, practical and consistently applied because effective guidance and oversight are in place. Colleagues understand their responsibilities and work in a consistent way, strengthening compliance, reducing risk and supporting consistent use of information and processes.

Regulatory reporting, performance monitoring and audit responses are delivered to a high standard because records, controls and assurance processes are robust. Regulatory requirements are met, recommendations are implemented effectively and organisational risk is reduced.

Strong relationships with colleagues, suppliers, regulators and sector networks keep Home Group informed of emerging requirements and good practice. External insight is used to identify opportunities for improvement, helping asset data, systems and ways of working continue to evolve and remain fit for the future.

You'll already have these **brilliant** skills, qualifications and knowledge**...**

Transferable Skills.	Technical qualifications, experience and knowledge.
We are self-starters • Be a technical specialist • Strive to get it right first time • Be well organised • Be proactive	**Asset Data Management** • Technical qualification at degree level or equivalent experience. • Strong knowledge of asset management data, stock condition information and data governance principles. • Experience maintaining the accuracy, integrity and usability of large and complex property datasets. • Understanding of component data, lifecycles and the information required to support investment planning.
We have an eye for detail	**Asset Management Systems**

• Pays attention to the details • Uses performance information to drive improvements • Using and recording information accurately and timely • Applying legislation, working within policies and procedures	• Detailed knowledge of property asset management and stock condition systems. • Experience designing, maintaining and improving business critical systems and associated processes. • Ability to develop, manage and implement system management protocols and controls. • Understanding of how system design supports operational, financial and regulatory requirements.
We have a win-win mentality • Take ownership of joint issues and see them through to resolution • Listen to what others want and need and consider this when deciding what to do • Be positive and solutions-focused	**Reporting and Analysis** • Ability to create bespoke reports and present complex information clearly to different audiences. • Experience analysing asset data to support business planning, investment decisions and performance management. • Strong problem solving capability, using data and evidence to identify trends, risks and opportunities. • Ability to translate technical information into practical business insight
	Asset and Strategy Compliance • Knowledge of regulatory requirements and good practice relating to housing asset data and systems. • Experience developing policies, procedures or strategic approaches and embedding them across a business. • Understanding of business planning, financial assumptions and investment decision making. • Experience supporting assurance activities, audits or compliance reporting.

We'd also love you to have, or be **brilliant** at… (but don't worry if not)

- Experience using systems such as Open Housing or similar asset management platforms.
- Experience delivering training, workshops or guidance sessions for system users.
- Experience leading business process reviews and implementing service improvements.
- Knowledge of new build handover information requirements and associated asset data processes.
- Experience working with a wide range of stakeholders across housing, maintenance, development, finance, procurement and technology teams.
- Active involvement in professional networks or sector groups that support the sharing of good practice and innovation.

We're all **accountable** for…

Health and Safety of our ourselves and others; put simply this includes taking the time to complete all learning, understanding your role-specific responsibilities, working with reasonable care and taking steps to address and report problems related to Health and Safety.

Taking a proactive approach to your learning and development to be the best you can be. This includes understanding and keeping up to date with all our relevant policies and processes as well as taking advantage of all the learning opportunities and resources available to you … they're there for a reason but don't worry, we'll help keep you informed along the way.

Promoting equality, diversity and inclusion as a top priority at Home Group; leading by example in your actions and demonstrating our Brilliant People behaviours.

Keeping things compliant! You'll have role-specific and organisational goals but it's important you take these seriously and keep people and information secure and safe within the scope of doing your bit here at Home Group.

Comfortable operating in a modern digital workplace, including using digital tools to work collaboratively and productively.

Other **important** stuff…

Budget Holder	No	Budget value up to £	No
Manages People	Yes	# of direct reports circa	2-3
Travel	Occasional	Driving Essential	No
DBS	None		


Brilliant people
we are one team, unique and valued
Accountable
Caring
Commercial
Energised
We have an eye for detail
We are intuitively collaborative
We have a win-win mentality
We get where our customers are in their lives
We unleash the potential of others
We have creative spark
We know how the world works and our place in it
We are great influencers
We are self-starters
We are organisers and drivers