Job Ref. No. JLIL338

Position: Data Quality Lead

Jubilee Insurance was established in August 1937, as the first locally incorporated Insurance Company based in Mombasa. Jubilee Insurance has spread its sphere of influence throughout the region to become the largest Composite insurer in East Africa, handling Life, Pensions, Asset Management and Medical Insurance. Today, Jubilee is the number one insurer in East Africa with over 1.9 million clients. Jubilee Insurance has a network of offices in Kenya, Uganda, Tanzania, Burundi, and Mauritius. It is the only ISO certified insurance group listed on the three East Africa stock exchanges – The Nairobi Securities Exchange (NSE), Dar es Salaam Stock Exchange and Uganda Securities Exchange. Its regional offices are highly rated on leadership, quality and risk management and have been awarded an AA- in Kenya and Uganda, and an A+ in Tanzania. For more information, visit www.JubileeInsurance.com.

We currently have an exciting career opportunity for a **Data Quality Lead** within **Jubilee Life Insurance Limited.** The position holder will report to the **Head of Data Governance** and will be based at our Head Office in Nairobi.

Role Purpose

The role holder will be responsible for assessing, monitoring, and improving data quality standards and processes to support informed decision-making, regulatory compliance, and operational efficiency. He/ She will ensure the accuracy, completeness, and integrity of data assets.

Main Responsibilities

Operational

1. Data Quality Assessment: Conduct regular audits and assessments of data quality across various systems and sources, identifying inconsistencies, errors, and gaps in data integrity.
2. Data Profiling: Analyse data sets to understand data patterns, anomalies, and relationships, identifying potential issues and areas for improvement in data quality.
3. Root Cause Analysis: Investigate data quality issues to determine underlying causes, collaborating with relevant stakeholders to implement corrective actions and preventive measures.
4. Data Cleansing: Develop and implement data cleansing procedures and workflows to address data quality issues, ensuring the accuracy and completeness of data records.
5. Quality Metrics Monitoring: Define and monitor key performance indicators (KPIs) and quality metrics to track data quality trends, progress, and compliance with established standards.

6. Master Data Management (MDM): Drive the implementation of MDM, ensuring consistency and quality of master data across all business units. Develop processes for data entry, validation, and remediation within the MDM framework.

7. Documentation and Reporting: Maintain documentation of data quality rules, processes, and remediation efforts, preparing regular reports and presentations to communicate findings and recommendations to stakeholders.

8. Process Improvement: Identify opportunities to enhance data quality processes, tools, and controls, collaborating with cross-functional teams to implement best practices and continuous improvement initiatives.

9. Training and Awareness: Provide training and support to end-users on data quality best practices, tools, and procedures, fostering a culture of data stewardship and accountability within the organization.

Corporate Governance

1. Ensure adherence to the laws and regulations of Kenya and all internal company policies and procedures.

2. Ensuring compliance with applicable statutory and regulatory requirements and establishing mitigation measures against emerging business risks.

People & Culture

1. Fostering a corporate culture that promotes ethical practices and good corporate citizenship while maintaining a conducive work environment.

2. Collaborate with cross-functional teams to develop initiatives that promote a positive and inclusive company culture.

3. Individualized Development Planning: Create personalized development plans that align with your career aspirations and the organization's objectives.

Key Deliverables

1. Conduct data quality assessments and prepare audit reports.
2. Data quality improvement plans and remediation strategies.
3. Documentation of data quality rules and processes.
4. Monitoring reports on key performance indicators (KPIs) and quality metrics

Key Competencies

1. Technical skills: Strong experience in SQL, Python, and Power BI.
2. Analytical Thinking: Ability to Analyze complex data sets and identify patterns, trends, and anomalies.
3. Problem-Solving: Proficiency in identifying root causes of data quality issues and developing effective solutions.
4. Attention to Detail: Thoroughness in ensuring data accuracy, completeness, and consistency.
5. Communication Skills: Clear and effective communication of findings, recommendations, and status updates to stakeholders.

6. Collaboration: Ability to work collaboratively with cross-functional teams to address data quality challenges and implement improvements.

Relevant Qualifications and Experience

1. Bachelor's degree in Computer Science, Information Technology, Software Engineering, or a related field from a recognized institution.
2. Relevant certification such as CDMP, CDGP or CIGO is a plus.
3. 3+ years of experience in data quality or related roles, with experience in multi-cloud environments (Azure, Oracle OCI).
4. Hands-on experience with data governance tools such as Microsoft Purview, Compliance Manager, Profisee, Informatica MDM, SAP MDG.
5. Strong with SQL and Python for data mining.

If you are qualified and seeking an exciting new challenge,

please apply via Recruitment@jubileekenya.com quoting the Job Reference Number

and Position by 2nd October 2025.

Only shortlisted candidates will be contacted.