

	Job Title: Business Data Analyst
	Reports To: EVP Chief Technology Officer
	Department: DAT Team
	FLSA Code: Exempt
	Date Modified: May 2018

Job purpose

We are looking for a passionate Data Analyst. The successful candidate will turn data into information, information into insight and insight into business decisions.

Duties and responsibilities

Data Analyst responsibilities include encompass conducting full lifecycle analysis to include requirements gathering, solution design and implementation. Data analyst will develop analysis and reporting capabilities. They will also monitor performance and quality control plans to identify improvements. Here are specific examples of the work they will do:

- Interpret data, analyze results using statistical techniques and provide ongoing reports
- Develop and implement databases, data collection systems, data analytics and other strategies that optimize statistical efficiency and quality
- Acquire data from primary or secondary data sources and maintain databases/data systems
- Identify, analyze, and interpret trends or patterns in complex data sets
- Filter and “clean” data by reviewing computer reports, printouts, and performance indicators to locate and correct problems
- Work with management to prioritize business and information needs
- Locate and define new process improvement opportunities

Qualifications

- Proven working experience as a data analyst or business data analyst
- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy
- Technical expertise regarding data models, database design development, data mining and segmentation techniques preferred
- Adept at queries, report writing and presenting findings
- Strong knowledge of and experience with one or many reporting packages (Microsoft PowerBI, Business Objects, etc.) required and some databases (SQL, Oracle, etc.) and ETL frameworks (Microsoft SSIS, etc.) preferred
- BS in Mathematics, Economics, Computer Science, Information Management or Statistics preferred
- Knowledge of statistics and experience using statistical packages for analyzing datasets (Excel, SPSS, SAS etc.) preferred.