

Data Analyst – Power BI

Business Overview:

Looking for a highly motivated, results-orientated candidate to provide operational support with BI/Data Analysis work. The team operates in a fast-paced and dynamic function within the business, which requires candidates to be flexible in their approach and willing to embrace change as it occurs.

Responsibilities:

- Build and maintain Power BI dashboards for team on an ongoing basis.
- Build and maintain Excel-based reporting for team on an ongoing basis.
- Periodically audit data quality across multiple data repositories.
- Assist team in collecting reporting requirements across stakeholders.
- Represent the team in broader cross-group forums that handle data of similar nature.
- Data entry, as needed.

Required Qualifications:

- 3 plus years of analytical, data processing experience.
- Medium to advanced Power BI experience.
- Medium to advanced SQL skills.
- Advanced Microsoft Excel skills: ability to do pivot tables, v-lookups, logical and nested formulas, and data modeling for analysis.
- Excellent verbal and written communication skills.
- Well organized with strong attention to detail to ensure accurate work.
- Ability to think logically and methodically to resolve issues.
- Strong team player with ability to work on individually owned tasks.
- Ability to work to deadlines, prioritizing tasks to meet both individual and team goals.
- Discreet, committed to ensure company and personal confidentiality in all aspects of work.
- Microsoft 18/6 eligibility.

Please note: we are unable to consider third party candidates for this position.

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