Downloaded from <https://www.velvetjobs.com/job-descriptions/analyst-junior>

# Example of Analyst Junior Job Description

Our growing company is looking for an analyst junior. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for analyst junior

* Keeping track of budgeting variant analysis
* Present analytical findings from data analysis and review
* Input data input and create reports
* Dispose of obsolete files in accordance with company policy and legal requirements
* Researching and reporting on market and peer data
* Partner with internal and external stakeholders to understand and document data sources, destinations, and business logic between systems
* Collect, analyze and market data for residential real estate sales and rentals
* Reconcile transaction support documents
* Assist in calculation of client P&L and various cash flows
* Assist in maintaining a rolling cash flow and earnings forecast for accounts , and monitor variances

## Qualifications for analyst junior

* IT/Programming skills would be beneficial
* Previous experience of working in anEnergy Trading risk management reporting and/or internal audit environment would also be advantageous
* Strong attention to detail, excellent accuracy level
* Familiarity with bank debt and fixed income securities a plus
* Junior Equity Research to support Senior Analysts
* Minimum 2 year experience in Investment Bank or Strategic Consulting based in Japan