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# Example of Business Data Analyst Job Description

Our innovative and growing company is looking for a business data analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for business data analyst

* Be able to access systems of record and retrieve raw data
* Engage in market research and analysis to understand and estimate market demand
* Participate in other projects and tasks as assigned
* Set up and maintain new banks, customers and fees on the Trade system
* Conduct and coordinate testing (UAT) of upgrades, enhancements and new features and functionalities
* Actively participate in projects relating to acquiring a new system and upgrades for Trade
* Track the system defects raised by the Trade users along with IT for trouble shooting
* Support the staff and teams in making the recommended changes, including helping to resolve any issues
* Understand report requirements and build reports/dashboards that functions as desired
* Work independently to understand and define the problem, compile and analyze data, recommend alternative solutions and report findings to various departments

## Qualifications for business data analyst

* Advanced Microsoft Excel skills with strong process management and data analytical ability
* Desirable to have understanding of Pharma business including its regulatory environment and of the EU EFPIA or US Physicians Sunshine Act (US Transparency) Code
* Bachelor's degree in Business, Math, Statistics, Finance, Economics, or a related field
* Bachelor’s degree required, master’s degree preferred, Finance MBA ideal
* 2-3 year experience as a Financial Reporting Analyst
* Data modeling, Statistical Analysis, Sensitivity analysis (Mathematical modeling)