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# Example of Data Analysis Job Description

Our company is looking for a data analysis. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for data analysis

* Utilizes various computer programs and software to perform data computation, statistical analysis and other data manipulation activities
* Passion for data – working with large and complex databases containing millions to billions of records
* Develops Access databases to be used in reporting and analyzing departmental production, quoting sales trends
* Participates in GCDO and or China R&D initiatives as assigned
* Complete Data Analysis workload according to defined protocols, and within designed timeframes
* Identify sources of data loss through root cause analysis and provide possible explanations and corrective action recommendations
* Communicate verbally or in writing with Field Services technicians and managers, with any other parties involved
* Assess and succinctly communicate the connectivity of information between Corporate Citizenship activities, our corporate strategy and societal impacts critical to build consensus around strategic decisions
* Ensure clear and efficient capture and synthesis of data across the Citizenship Team- provide appropriate system solutions
* Management of current systems & tools for Citizenship information integration & dissemination

## Qualifications for data analysis

* Master’s degree in a quantitative major
* High cognitive ability & numeracy capability
* Ideally 2-3 years FMCG, Market Research, Retail experience with previously demonstrated success within this environment
* Strong record of successfully working with a wide range of client styles, skills & personalities
* Demonstrated success in a demanding & fast pace business environment
* Display and design of data for internal and external consumption