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# Example of Enterprise Consultant Job Description

Our growing company is looking to fill the role of enterprise consultant. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for enterprise consultant

* Power Point presentations as needed
* One-off-reports as required
* Excel work as needed
* Under the supervisor of the Engagement Manager, the Enterprise Information Management (EIM) Services Consultant serves as lead data steward for data stewardship engagements
* Mentors and leads data stewards by overseeing and allocating the work of the stewardship team
* Compiles metrics and reports to monitor and measure SLA’s and performance
* Develops and maintains SOP’s, Work Instructions and Process flows for stewardship engagements
* Ensures ongoing client satisfaction through fulfillment of contracted SLA’s and timely follow-up
* Conducts client status meetings on a regular basis
* Researches, analyzes and responds to client data inquiries that may be moderately difficult or complex and non-routine (ex., develop/execute SQL queries, build Excel pivot tables and/or macros)

## Qualifications for enterprise consultant

* Proven leadership in technology architecture and roadmap development, execution of major projects
* Excellent conceptual knowledge and experience on different monitoring capabilities
* 10+ years’ experience in business development, in the analytics field
* Knowledge of state of the art EPM software like Tidemark and Anaplan required
* Extensive experience in consulting activities, some of which should be in design and simulate business processes
* Geo-fencing concepts as it relates to system access