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# Example of Metrics Analyst Job Description

Our innovative and growing company is hiring for a metrics analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for metrics analyst

* Partner with EFCC and Business Line contacts to produce an accurate and timely metrics package
* Provide concise and useful analysis of the data to all levels of the EFCC Operations organization
* Perform all continuous monitoring functions, including coordinating mitigation of gaps, findings and other security issues
* Scope, manage, track, and control project issues to ensure timely delivery of solutions
* Collect and analyze cyber metrics on a monthly basis
* Review the DISA tool effectiveness by collecting daily alert, block and filtering data
* Analyst(s) will also use previously obtained fusion I&W and compare against the daily trends to check for correlation
* Review all incidents against the daily/weekly metrics to determine if the DISA tools are losing effectiveness and to determine if there are needs to modify the tools or algorithms
* Provides a monthly metrics/ trend analysis report based upon the trends observed over the review period
* Work closely with Program Manager, Stakeholders, and Process Owners to deliver up-to-date financial and work units' results on a monthly basis as the foundation for accurate forecasting as a means for budget adherence and optimization of both financial and contractor resources

## Qualifications for metrics analyst

* Must have the ability to effectively communicate within all levels of the organization
* Program Management experience with strong organizational skills
* General understanding of the key PS&L Metrics and impact on the business
* Proven ability to work effectively with Leaders at all Levels
* Ability to handle multiple tasks with a results-driven mentality
* Experienced track record of planning and implementing a project/program, tool or meeting cadence