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# Example of Operations Data Analyst Job Description

Our company is searching for experienced candidates for the position of operations data analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for operations data analyst

* Identify gaps in system documentation and address as needed
* Drive resolution of data quality issues from ingestion through consumption
* Perform impact assessment during system outages – remediate, communicate & validate
* Service standard request processes such as add users, deploy code, and manage change
* Sourcing data from legacy tools
* Work on various data types across the enterprise including Customer, Manufacturing, Dealer, Vehicle, product development, finance
* Establish and maintain effective relationships interdepartmentally those outside the team
* Design data analysis to achieve business objectives, process data, analyze data, write clear and concise data findings and tailor communications to specific audiences
* Defines, develops and provides information, metrics and analysis to drive the decision-making process and support business operations for internal and external customers
* Partners with Actuarial and Finance to provide insight into claim experience operational impact on reserves

## Qualifications for operations data analyst

* Strong understanding of Computer Science fundamentals such as analysis and design of algorithms, basic data structures
* Programming experience in a variety of programming languages like C, C++, Java, Scala
* Experience in creating test strategies, executing test plans and documenting results is preferred
* Must be a highly-disciplined individual, who is self-motivated, organized, delivery focused and detail-oriented, with the ability to work independently and multi-task
* Demonstrated experience in data analysis required
* Strong interpersonal skills and exceptional written and oral communication skills