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# Example of Senior Analyst, Retail Job Description

Our company is looking for a senior analyst, retail. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for senior analyst, retail

* Proven ability to self manage and project manage, including proactive follow through and updates
* Positive attitude and adaptability to change a must
* Responsible for collecting, summarizing data and providing analysis that will assist Pharmacy & Retail Operations management in both long- and short-range strategic planning, and the development and implementation of programs
* Maintains a comprehensive understanding of business processes and practices pertaining to all aspects of Pharmacy & Retail Operations within the Retail Hub
* Provides more complex analysis of corresponding data to build business case for system and operational procedure changes, enhancements, development of functional specifications or interface opportunities with costs and or return on investment summarized
* Serves as operation point of contact for various projects to drive project execution
* Collects, analyzes, makes specific recommendations, and presents information pertaining to proposed programs to meet the business and strategic goals of Pharmacy & Retail Operations and the Company
* Plans, designs and deploys appropriate reports and tools
* Collaborates across Pharmacy & Retail Operations, IT, legal and regulatory, process improvement teams, and others, to develop operational solutions
* Coaches, mentors, guides, and provides oversight to less senior Business Analysts

## Qualifications for senior analyst, retail

* Elicits, facilitates and documents detailed business requirements and processes for Retail Product and Services Systems, using IBS approved Business Requirement Methodology
* Advanced proficiency in Microsoft Word, Excel, PowerPoint and email platforms
* Basic retail and franchise business understanding combined with excellent finance and analytical skills
* This is a rapidly changing environment
* 5+ years’ experience in a similar business analysis role, performing feasibility studies, creating functional / design specifications, performing business process improvements
* Exposure to the full software development lifecycle