



Example of Analyst, Business Intelligence Job Description

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Our company is growing rapidly and is hiring for an analyst, business intelligence. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for analyst, business intelligence

- Interact with the DBA and Development teams for building of solutions, system maintenance, and report/application development
- Administrates reporting services applications and ensures accurate and timely automated reporting
- Assists with implementation of data quality improvement processes and initiatives
- Develop and maintain repeatable, systemic processes while finding ways to make internal team processes more efficient
- Maintain current knowledge of established and emerging reporting methodologies, software, or tools
- Work report/data pull requests from a work queue
- Gather BI requirements, design and document efficient solutions then work the technical developers to ensure the data warehousing solutions deliver insight and value to the business
- Maintain business and product knowledge to be able to understand and explain context of reporting
- Deliver training to end users centred around how to access, consume and utilise the analytics we deploy
- Uses several techniques to solve complex problems where analysis of situations or data requires a review and analysis of several factors

Qualifications for analyst, business intelligence

- Supporting the data discovery phase for each analytic project through discussions with business and information systems management, and identification of key/relevant business processes
- Translate requirement into functional and technical specifications
- Undergraduate degree in Business, Engineering, or Computer Science
- Ability to communicate effectively to IT management business area users
- 5-7 years' experience in data analytics and insights
- Significant knowledge and experience in managing and executing data management initiatives, including data management and business intelligence