

Example of Analyst, MIS Job Description

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Our growing company is looking for an analyst, MIS. 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, MIS

- Precisely share the information with the right audience and understand the income needs in order to anticipate data requirements
- Support automation projects with Global teams, prioritizing LATAM needs
- Participate actively in regional calls to gather information and escalate important topics on a weekly basis
- Assist in the development of well-defined user specifications following departmental documentation standards
- Assist in problem definition and problem solving, by properly analyzing the issue and documenting the problem, and determining alternative solutions
- Become familiar with product state pages and the impact they have on different systems
- Be exposed to and assist in the research and resolution of SPR (System Problem Reports) and HP (Help Desk) Tickets
- Provide client support to smaller volume clients as assigned
- Maintain departmental databases
- Possess basic knowledge of the Rating (understand how to formulate an algorithm), general ledger/accounting interfaces, statistical reporting and manually rating a policy

Qualifications for analyst, MIS

- 5-7 years' experience working on relational and multi-dimensional database platforms with emphasis on database code development

- 3-5 years' experience developing web applications in ASP.Net
- Has experience creating and working with complex database schemas
- Must have experience creating and modifying SSRS reports and SSAS cubes (dimensions, facts, members, calculations)
- In depth knowledge of MDX query language is a plus