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

Responsibilities for business ops analyst

- Ensure adherence to non-standard sales credit and compensation approval process
- Ensure adherence to OD and LOB specific accounts & territory mapping process
- Provide business approvals in a timely manner with meaningful business feeback
- Collect / analyze / report approvals and mapping data
- Contributing to employee engagement and communication projects
- Understanding the basic principles of workforce communications, employee engagement, business challenges and objectives
- Consistently producing high quality internal communications content through superior verbal and written communication skills
- Creating and maintaining OBIEE BI dashboard for KPI reporting
- Maintaining internal and external website
- Generating monthly reports and ad hoc analysis for sales

Qualifications for business ops analyst

- Candidate should be familiar with cloud specific sales business models and processes (subscriptions, renewal rates, expansions, churn, csat)
- Strong MS Office applications experience (particularly Excel)
- Outstanding analytical and written and oral communication skills
- Good presentation skills and the ability and personality to effectively interact

- Detail oriented and comfortable in a role as an individual contributor and be able to multi-task effectively
- The job is fast-paced, and candidate should be a self-starter who can work well independently and as a team member