Our company is growing rapidly and is searching for experienced candidates for the position of business ops analyst. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for business ops analyst

- Collaborates in providing reporting services and support to the Approval Team
- Portfolio BI Reporting, Metrics, and Dashboards
- Portfolio Auditing
- Project Dependency Analysis
- Program and Project Stack Ranking Management
- Tooling Automation
- Strategic Roadmap Development
- Perform leadership functions as a Business Analyst or team member
- Assists Interfaces Project Manager with workload distribution, special projects, and all other Interface needs as required
- Extract data from the database and prepare files for analysis

Qualifications for business ops analyst

- Working knowledge in writing SQL queries to extract data from reporting systems
- Minimum of five (5) years of demonstrated success in a sales operations, sales compensation or finance role
- An affinity to talking with numbers
- OSC experience helpful
- Experience with process audit and approvals
- Ability to work in time sensitive and high volume environment