



Example of Data Collector Job Description

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Our growing company is hiring for a data collector. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for data collector

- Operate and maintain Company equipment in a safe and effective manner
- Adhere to company and departmental safety rules and procedures
- Wear the appropriate Personal Protective Equipment (PPE) and maintain a clean, safe work area
- Wear the approved uniform and maintain clothing in a neat and clean manner
- Collects engineering data for usage in databases and conducts related research
- Talking to engineers to identify relevant data resources
- Runs reports and statistical data from Microsoft Excel and other software
- Interprets data analysis results and provides written summary, along with preparing reports as required
- May coordinate scheduling and follow-up on non-respondents and conduct makeup sessions
- Provide and troubleshoot license count tools that allow customers to assess their usage of Micro Focus software products

Qualifications for data collector

- Must be able to stand, walk, ascend and descend steps, navigate uneven surfaces, bend, crouch, stretch, drive for extended periods of time, frequently enter and exit vehicle, and lift up to 20 pounds
- Must be able to walk for extended distances throughout the day
- You must have a keen eye for detail and ability to understand and analyse various kinds of engineering data

- You must be able to interpret complex technical data in simple and easy to understand ways
- You must have a keen eye for detail and ability to analyse various kinds of data