



Example of Data Integrity Analyst Job Description

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Our company is growing rapidly and is hiring for a data integrity analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for data integrity analyst

- Ensure deliverables meet work plan specifications and deadlines with good communications and interpersonal skills
- Create and maintain business process documentation, requirements specifications, test scripts and training materials
- Review and guide overall SAP design and configuration decisions impacting user interfaces, system integration, and scope, benefit, and cost / time
- Work with internal business partners to understand & define business requirements, manage expectations & implement solutions to meet business needs
- Day-to-day support and issue resolution
- Maintain data to meet company standards
- Submission of the management reporting unit legal entity reporting requirements as per the deadlines and with the frequency set by the IBPM process
- Perform analytical review to ensure the movements vs
- Ensure 100% accuracy and reliability of the reporting of key business metrics
- Proactively analyze current processes to further automate or streamline where necessary

Qualifications for data integrity analyst

- Advanced Excel skills or statistical data package equivalent

- Able to identify and manage resources when encountering issues beyond their scope of practice
- Strong interpersonal and excellent written, verbal and presentation skills
- Strong aptitude for process enhancement and identifying more efficient ways to doing business
- Demonstrated ability to train and direct users