



Example of Data Operations Job Description

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Our growing company is searching for experienced candidates for the position of data operations. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for data operations

- Establish relationships with all internal groups, particularly Client Service, so that clients are proactively aware of any data issues
- Load all market data
- Identify and implement solutions to improve the quality of all data types
- Coordinate with stakeholders in News and Product to define and prioritize future work for which Data Strategy will be responsible
- Respond with urgency to both internal and external inquiries
- Create requirement documents and markups for developers to code future automated headlines and data tables
- Ensure assigned projects are completed within budgets and schedules while meeting business objectives
- Perform system administration for multiple OSIsoft PI ecosystems (Data Archive, Asset framework, Analytics, Coresight, Connectors, and Interfaces)
- To provide accurate administrative, data and operational support to Sales, Marketing & Customer Management teams
- To assist in the preparation and production of data & analysis required for business presentations

Qualifications for data operations

- Intermediate Excel skills (pivot tables, Vlookup,), Visio, and PowerPoint (PPT)
- Bachelor's degree in Statistics, Economics, Operations Research, Finance r

- Experience in database technologies including Big Data / Hadoop (HDFS, MapReduce, Hive, Shark, Spark,), RDBMS and NoSQL
- Strong primary expertise as data engineer or data scientist, with the ability to stretch beyond one's core field of expertise
- PhD or MA/MS + 2-5 years relevant experience as a strong contributor on a data science team
- Relevant degree in Statistics, Math / Applied Math, Geo and special analysis, Operations Research, Computer Science, Economics or Quantitative Finance