



Example of Enterprise Analyst Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of enterprise 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 enterprise analyst

- Develop, recommend and implement content strategies based on competitive intelligence, consumer interests and emerging industry trends
- Conduct gap analysis between existing content and corporate strategy for "ready to sell" accuracy
- Own and periodically update as needed specific Merchandising Style Guidelines that are communicated to our Supplier Community and merchandising teams
- Considered a Subject Matter Expert (SME) regarding digital item set up requirements in EDQ and supporting company applications
- Cultivate Supplier relationships
- Coordinate with SEO team to meet the SEO content needs of the company by incorporating and socializing best practices
- Work closely with TRU Merchandising teams during select milestones in their planning cycles to understand assortments, product launches and major marketing initiatives to help steer content requirements with our suppliers in advance
- Conduct top tier item set up audits to ensure best guest experience
- Liaise with IT to provide subject matter expertise and cross functional project support by identifying root causes, jump starting bottlenecks and resolve issues
- Review/evaluate third-party item set up and maintenance activities

Qualifications for enterprise analyst

- Strong grammar, proofreading and text editing skills are required as content updating may be necessary at times
- Strong time management qualities such as detailed oriented, highly organized, ability to multi task, work in highly pressured situations is required
- Ability to define problems, collect data, establish facts, and communicate valid conclusions
- Willingness to support a 24/7 retail operation
- Bachelor's degree (BA) in Computer Information Systems, Business Administration or related field OR equivalent education and related work experience
- Responsible for the production and development of a wide range of interpretative analytics