



# Example of Quality Data Analyst Job Description

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Our growing company is looking to fill the role of quality data analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for quality data analyst

- Use various sources (such as Hoovers, Data.com) to validate data and sales opportunity
- Uphold Sales Rules of Engagement (ROE)
- Verify accounts accurately while meeting weekly quota
- Improve operations/processes for the team by identifying trends, training needs
- Check and verify various streams of incoming data on a daily basis ensuring they have been successfully uploaded overnight
- Collecting various data, and converting this into the correct format to send onto the client for them to interpret the results
- Data modification where necessary either using software or manually where required
- Identify gaps and spikes in data, and remedying their where crucial
- Monitoring overall system health, and escalating where appropriate
- Liaising with our customers over the phone informing them of any third party action required

## Qualifications for quality data analyst

- 3+ years experience with a data profiling toolset like IBM Information Analyzer, Informatica IDQ
- 5+ years experience in data environments
- Leadership of small core teams
- Very strong profiling skills (must be able to create profiles with the assistance

- Commitment to some local travel will be required