

Data Reporting Analyst

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$43.54 to \$50.41 hourly
Employment status: Contract / Temporary

Description

We are looking for a certified Data Analyst. The ideal candidate will turn data into information, information into insight and insight into business decisions. Data Analyst responsibilities include conducting full lifecycle analysis to include requirements, activities and design, as well as developing analysis and reporting capabilities. You will also identify improvements to quality control plans by monitoring performance.

Key responsibilities

- Regularly examine data reports to locate and resolve mistakes throughout
- Monitor data to identify changes in financial and business trends
- Support database updates and maintain accuracy
- Communicate the results of data analysis in written and verbal form to managers
- Develop business reports that provide insight into key data points
- Collect data and perform accurate analysis for various types of business reports
- Support various departments, including marketing and sales, in reaching their goals through analysis
- Develop business analysis and data recording systems for use throughout the department

Requirements

- Tendency to pay close attention to small details that could impact results
- One to three years of experience as a financial or business analyst
- Familiarity with object-oriented programming and other data analysis programs
- Must be able to effectively relate data to coworkers using verbal and written communication skills
- Demonstrated ability to manage time and prioritize projects to meet deadlines
- Demonstrated ability to create pivot tables, graphs, and charts from data tools
- General knowledge of business operations, objectives, strategies, process and information flow
- Must be skilled in critical thinking to help solve business problems and make decisions
- Analytical skills that support the development of data-driven reports

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