Responsibilities

- Work with executives and other business leaders to identify opportunities for improvement
- Create reports for internal teams and/or external clients
- Collaborate with team members to collect and analyze data
- Use graphs, infographics and other methods to visualize data
- Establish KPIs to measure the effectiveness of business decisions
- Structure large data sets to find usable information
- Work with a team of analysts and other associates to process information
- Create presentations and reports based on recommendations and findings

Skills/Qualifications

- Coding skills in languages such as SQL, Python and/or R
- Analytical and problem-solving skills
- Experience with statistical software (e.g., Stata, SPSS)
- Knowledge of data gathering, cleaning and transforming techniques
- Reporting and data visualization skills using software like Tableau
- Understanding of data warehousing and ETL techniques
- Proficiency in Microsoft Excel
- Ability to set and meet deadlines
- Ability to work in high-pressure situations
- Experience with statistical software
- Technical writing skills
- Excellent attention to detail
- Strong written/verbal communication skills
- Ability to QA and troubleshoot data

Education

Bachelor's degree in a field like mathematics, statistics, economics, finance or computer science