



## Data Analyst and Reports Developer

### Current Job Responsibilities

- Gather and translate user requirements for reports, analysis, and business opportunities into technical specifications
- Write SQL or other querying code to extract and manipulate data from database systems
- Test and validate underlying report data
- Utilize business intelligence tools to design, construct, test and deploy self-service reports, corporate dashboards, and scorecards
- Provide technical support, including training, to report consumers for existing reports
- Manage Production Scheduled Datafeeds, Data Extracts, and Reports for our key clients
- Ensure that applicable enterprise wide data standards, policies and processes are executed and observed
- Demonstrate strong business acumen and understanding of insurance concepts

### Future Job Responsibilities

- Creating reports, visualizations and analytical tools in support of various enterprise wide projects, initiatives in Tableau (primarily) and business objects.
- Develop best practices, documentation standards, processes and procedures for Tableau Dashboard design and publishing
- will be expected to gather information from a variety of sources, work with a team to identify the best data sources, and determine the most appropriate design and content for delivery of this information

### Core Competencies

- 2-5 years of experience in all, if not most, of the skills listed in the current responsibilities above.