

Job Description:

As a Business Analyst, you will be responsible for gathering, analyzing, and interpreting data to provide valuable insights and recommendations to improve business performance. You will collaborate with stakeholders from various departments to understand their needs, define project requirements, and deliver actionable insights through the use of Excel, Tableau BI, and SQL.

Responsibilities:

Data Analysis: Collect, cleanse, and analyze large datasets using Excel and SQL to identify trends, patterns, and anomalies. Use statistical techniques to interpret data and draw meaningful conclusions.

Report Generation: Create comprehensive reports, dashboards, and visualizations using Tableau BI to present data-driven insights to stakeholders and management. Design and develop interactive reports that provide a clear understanding of key performance indicators (KPIs) and business metrics.

Requirements Gathering: Collaborate with business stakeholders to understand their needs and translate them into well-defined project requirements. Conduct interviews, workshops, and surveys to gather business requirements and document them effectively.

Data Modeling: Design and implement data models using SQL to support data analysis and reporting. Optimize queries and data retrieval processes to ensure efficient access to information.

Performance Tracking: Monitor and track business performance metrics and KPIs using Excel and Tableau BI. Identify areas of improvement, provide recommendations, and measure the impact of implemented changes.

Data Visualization: Present complex data sets in a clear and visually appealing manner using charts, graphs, and interactive visualizations in Tableau BI. Create intuitive user interfaces that enable stakeholders to explore data and gain insights independently.

Process Improvement: Identify inefficiencies and bottlenecks in business processes through data analysis and propose solutions for improvement. Collaborate with cross-functional teams to implement process changes and measure their effectiveness.

Requirements:

Bachelor's degree in Business Administration, Computer Science, Data Analytics, or a related field.

Proven experience as a Business Analyst or similar role.

Proficiency in Excel for data manipulation, analysis, and modeling.

Strong knowledge of SQL for data extraction, manipulation, and querying.

Experience with Tableau BI or similar data visualization tools.

Familiarity with statistical analysis techniques and concepts.

Excellent analytical and problem-solving skills.

Strong communication and presentation skills to convey complex data insights to non-technical stakeholders.

Ability to work effectively in a team and collaborate with diverse stakeholders.

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