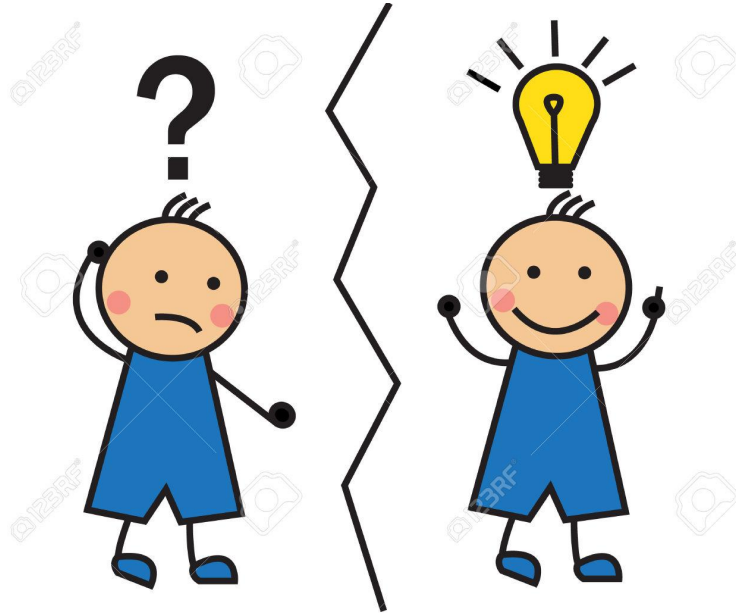# Information Analyst

Group #5: Yang Yang, Pavan Jaggampudi, Laura Reed

Who are they?

An information analyst performs tasks that involve reviewing, extracting, and analyzing information and data on system processes and procedures.

Some Job Titles

SQL Analyst Developer

Information Systems Analyst

Microsoft Business Intelligence Analyst

Insurance Analyst

Data Analyst

Order Analyst

Natural Resources Analyst

Senior IT Analyst

Business Analyst

Intelligence Analyst

IT Security Analyst

Marketing Analyst

Information Security Analyst

Contract Analyst

Some Things They Do

- Perform data accuracy and resolve any data Integrity Issues.
- Establish communication programs to reach users and maintain user training and materials.
- Translate business requirements into technical requirements.
- Assist users in interpreting their data and provide reports that support their business needs.
- Perform user training.
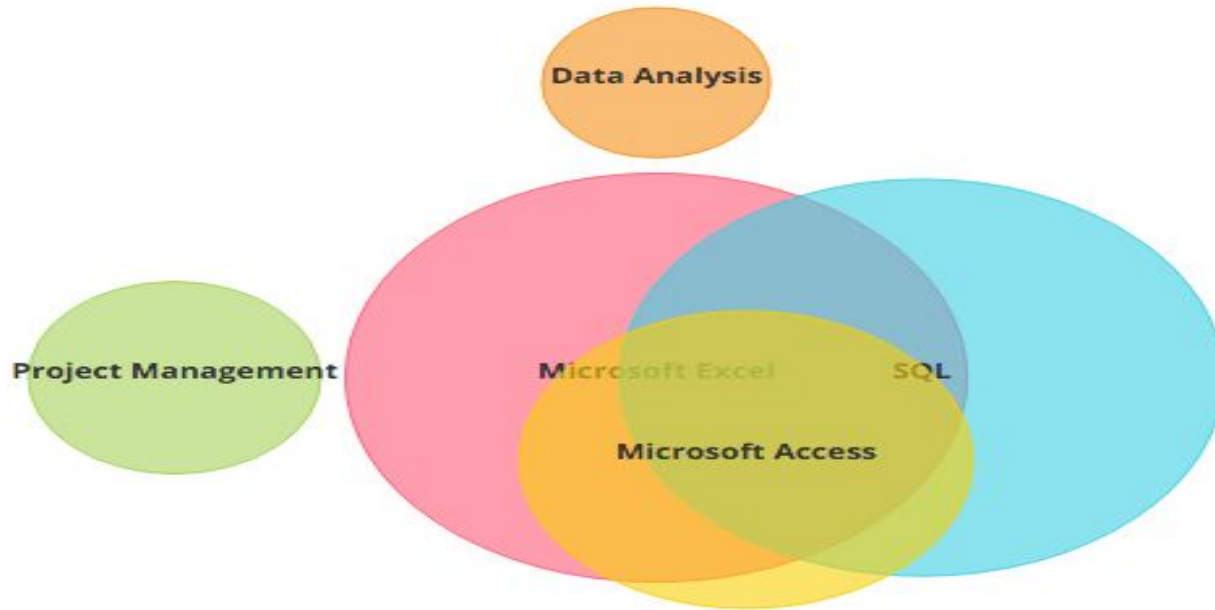
More things they do

- Gather data.
- Create spreadsheets, charts and reports.
- Analyze data and detect trends.
- Audit reports for accuracy.
- Perform troubleshooting.
- Resolve issues and new requirements.
- Analyze processes.
- Propose and implement automation and process improvement initiatives.

JOB RESPONSIBILITIES

- Information analysts are responsible for creating reports, analyzing data, troubleshooting, researching and fixing issues.
- They crosscheck the data to make sure their reports are accurate.
- They might also design and conduct computer modeling.
- Information analysts make recommendations on how the organization should go forward and make projections or forecasts about future expectations.
- Information analysts work closely with management, as well as clients or suppliers to determine the type of data analysis necessary.

Skills for Information Analyst

Popular Skills for Information Analyst

Skills of Information Analyst

- A bachelor's degree in information management, information technology, statistics, or a related field
- Prefer two to three years of experience in a relevant position
- Information analysts must be detail oriented, work well in a team setting, and have excellent communication skills.
- be excellent problem solvers and capable of working well with a substantial amount of data and information.

Average Salary

$63,000

Salaries for jobs with related titles

Average Salary of Jobs with Related Titles

Job Title	Salary
Order Analyst	$20,000
Natural Resources Analyst	$21,000
Senior IT Analyst	$128,000
Marketing Analyst	$31,000
Information Security Analyst	$21,000
Contract Analyst Sign UP	$24,000
Administrative Support Customer Service	$65,000
Intelligence Analyst	$11,000
IT Security Analyst	$82,000
SQL Analyst Developer	$61,000
Online Trader	$20,000
Information Systems Analyst	$67,000
Microsoft Business Intelligence Analyst	$78,000
Insurance Analyst	$24,000
Data Analyst	$45,000

In USD as of Apr 12, 2016   45k   90k   135k

Data from http://www. indeed.com/
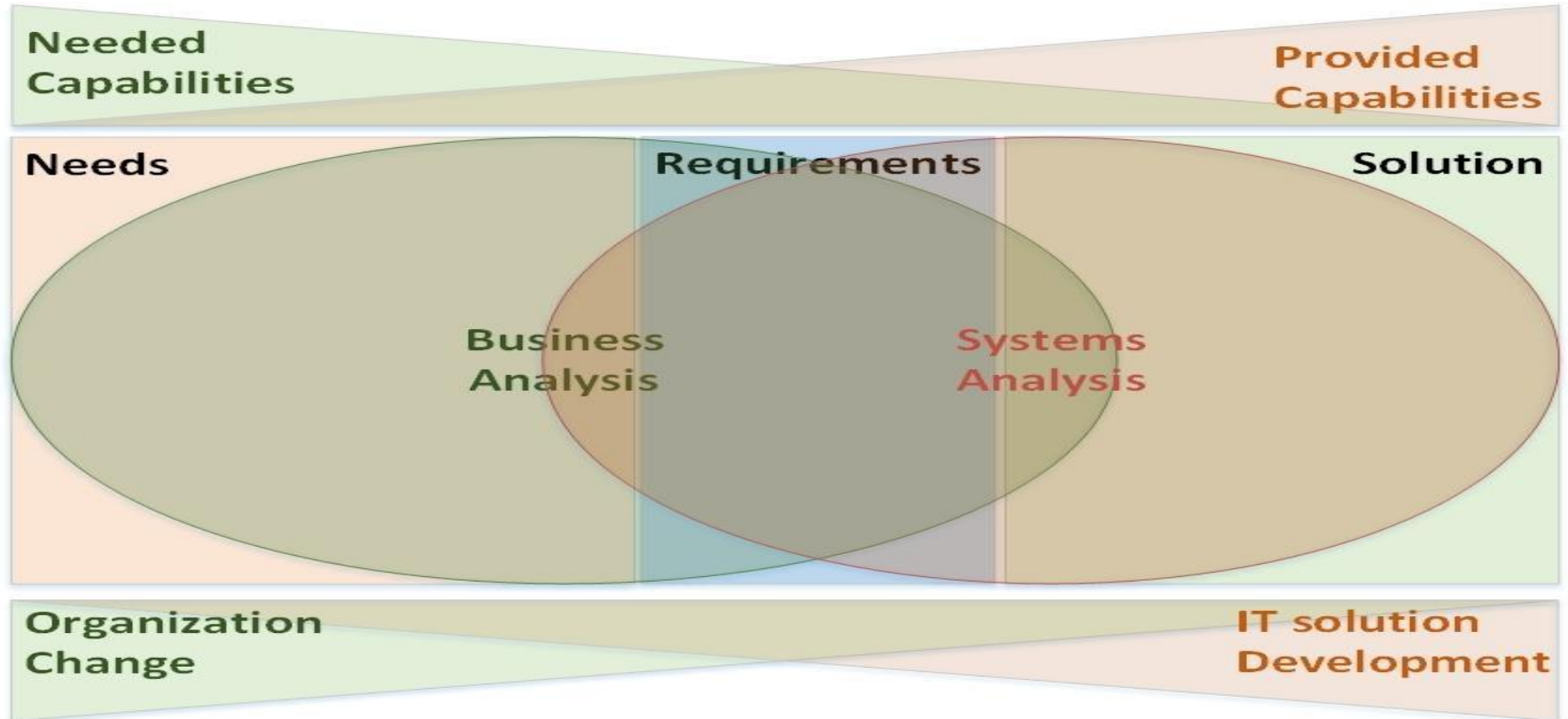
Resources for analyst

Academic

- Block P. (2001). Flawless consulting.A guide to getting your expertise used (3rd edition)
- Carkenord, B.A. (2008). Seven steps to mastering business analysis. Ft. Lauderdale,J. Ross Publications
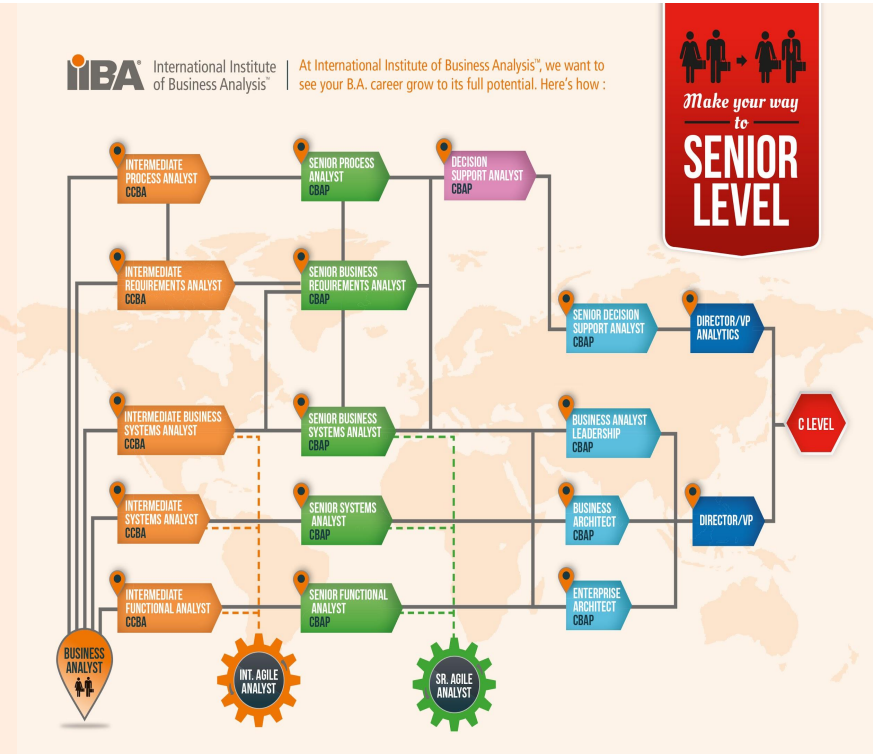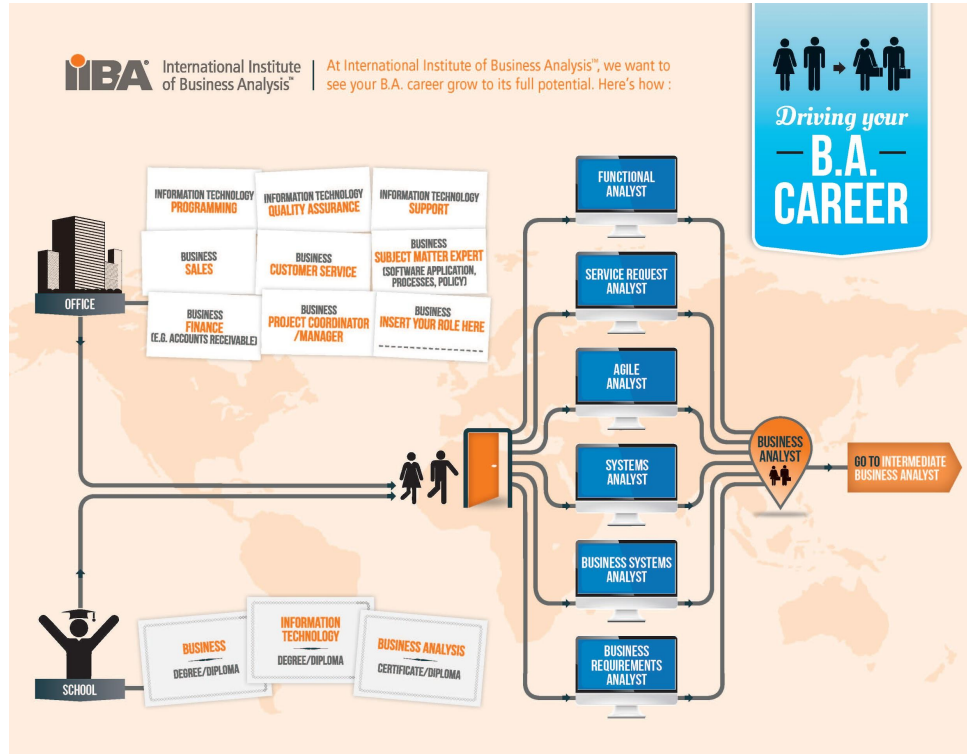- Gibson, J.E, Scherer, W.T., & Gibson, W.F (2007). How to do the system analysis

Professional

- Always ask the WHY?
- IIBA- 3+ Work experience
- CCBA & CBAP
- APICS – CPIM & CSCP
- PBA – PMI

Business Analysis Vs. System ANalysis

Career Paths - Background

Experience needed for Analyst

- Analytical thinking and problem solving
- Business Knowledge
- Communication characters
- Interaction skills
- Conflict Resolution and Negotiation
- Software Applications

Some Professional Orgs

- **American Association for Big Data Professionals**
- **Data Science Association**
- **Digital Analytics Association**
- **ACM**
- **USENIX**
- **IIBA - International Institute of Business Analysis**

Orgs provide things like

- Educational Services
- Certifications
- Job Boards
- Advocacy
- Standard Setting

Employment outlook (2014-2024)

Job Title	Projected Growth
Computer System Analysts	21%
Information Security Analysts	18%
Management Analysts	14%
Market Research Analysts	19%
Operation Research Analysts	30%

Date from http://www.bls.gov/