

## **Job Overview**

We are currently seeking a motivated and highly skilled Business Analyst to join our Business Intelligence team at GVS. In this role, you will be in the Data Analytics section of the Business Intelligence Team, where you will conduct thorough data analysis, create and generate reports, ensure data accuracy, and collaborate with various teams to ensure we are optimizing our resources and maximizing our market share.

## **Responsibilities for Business Analyst**

- Develop, analyze, and modify processes/procedures, data structures, and models.
- Updating, implementing, and maintaining procedures
- Managing projects, developing project plans, and monitoring performance.
- Ensure processes and products are functioning properly and are relevant.
- Effectively communicate your insights and plans to cross-functional team members and management.
- Develop, maintain, and utilize dashboards effectively.
- Create or discover new data procurement and processing protocols.

## **Qualifications for Business Intelligence Analyst**

- Bachelor's Degree in computer science, statistics, business studies, or related field
- Minimum of 1-2 years of experience working in Finance, Analytics, or a relevant field
- Experience collecting data through basic SQL queries.
- Familiarity with working in relational databases or web-based applications.
- Great computer skills, including Microsoft Office (specifically advanced Excel skills, like Pivot Tables, IF statements, and VLOOKUP's).
- Experience with Tableau (preferred)
- Strong critical thinking skills and an analytical mind
- Highly organized and able to prioritize tasks.
- Additional certifications that exemplify a desire for continued education are a plus.
- Outstanding written, verbal, and people skills
- Collaborative team player

Note: This position is Hybrid, where you will be in the office 1-2 days a week.