

Senior Analyst, Business Intelligence

[Work from Home, IL](#) • Business Transformation Office

Job Type

Full-time

Description

HALO seeks an experienced, hands-on Senior Analyst to join our Business Intelligence and Reporting team as a part of the Business Transformation Office. This role will be responsible for HALO's enterprise data assets and work cross-functionally, with key business stakeholders to surface timely, relevant and quality insights to improve decision-making and positively influence HALO's key results (e.g., growth, profitability, operational efficiency, improved customer experience).

In this critical and high visibility role, you will enable and provide enterprise-wide business intelligence, reporting and data analysis and support all areas of HALO's business, operations, and finance functions. You will learn and become intimately familiar with all aspects of HALO's business. You will produce reporting and insights for our senior leaders and executive team. The successful candidate will be curious, tenacious, driven, and enjoy solving complex problems.

HALO is committed to its hybrid workplace model and believes bringing teams together in-person on common days is essential to operate as One HALO. As part of this effort, we require employees that resides within a 30-mile radius of the Sterling, IL or Oakbrook, IL offices to work from these locations anywhere from 1-3x a week.

Responsibilities

- Develop well-organized, insightful reports, dashboards, and other forms of data visualizations to support strategic business decisions, primarily through Microsoft platform
- Design, develop and maintenance of data dashboards and visualizations along with issue tracking and problem-resolution management
- Support, maintenance and governance of the existing reporting and visualization platforms
- Work with business leaders and other stakeholders (e.g., operations, finance) and cross-functional teams on their data analytics needs and provide solutions based on requirements
- Develop ad hoc analytics and reporting based on analysis of existing data sources utilizing a variety of tools
- Ensure proper security of all dashboards and data visualizations.
- Utilize programming and analytical tools including SQL, to maintain and develop data models and/or extract insights
- Champion and be the main subject matter expert for dashboards automated reporting solutions, and data visualizations
- Increase user adoption and understanding of the business intelligence platform across the organization
- Assist in development of data management and data governance within the organization
- Work with the technical and functional teams to identify data anomalies and ensure data quality
- Define and document all data, analytic and reporting requirements.
- Contribute to department effectiveness and continuous improvement initiatives of the current data process and provide feedback to advance data operations
- Work as a hands-on tech leader to guide and mentor junior staff and colleagues
- Provide change management, training, and communication to the user community in order to effectively use tools and systems

- Stay informed of new trends and best practices in business intelligence, data analytics and determine if there are opportunities for the company to improve
- Work with 3rd parties to provide additional breadth to IT delivery capabilities for data analytics, data architecture

Requirements

- 5+ years of professional experience with proficiency in BI tools and quantitative analysis, data modeling, reporting, relational database tools, data warehousing, database architecture, SQL
- 3+ years as a Data Analyst or similar role for Business Intelligence projects, proficient with data warehousing concepts and relational data models
- Quantitative financial and data analysis, structured thinking and problem solving abilities with ability to analyze data to identify patterns, root cause and business opportunities
- Strong to expert experience with relational databases and Microsoft Office applications
- Understanding of Visual Basic, BI Tools (including Domo, Tableau, Birst, Oracle Analytics, etc.) and ERP data models
- Hands-on experience in writing complex, highly-optimized SQL queries across large datasets
- Demonstrated experience with creating reports, dashboards, and/or summarizing large amounts of data into actionable intelligence to drive business decisions
- Demonstrated hands-on experience using SQL for performing data profiling, formatting and ad-hoc data analysis and the ability to navigate a relational database
- Demonstrated strength in Data extraction, Data manipulation, Data Visualization, Data modeling, Statistical analysis, Predictive modelling, ETL development, and Data warehousing
- Experience leveraging and implementing industry-standard data warehouse and business intelligence tools (e.g., Snowflake, Tableau)
- Experience optimizing reports/dashboards with a focus on usability, performance, flexibility, testability, and standardization
- Advanced SQL and Excel skills (data manipulation, Pivot Tables, vLookup, VBA)
- Experience with advanced Excel data manipulation and VBA
- Experience with R, Python, or a similar scripting language
- Experience with commercial ETL platforms and in-depth knowledge data transformation
- Demonstrated ability to organize information, manage tasks and projects to support business needs
- Strong background in gathering, cleaning, and processing data for visualization
- Comfortability creating automated dashboards and hands-on dashboarding/reporting
- Ability to work in a fast-paced environment, flexibly accept dynamically changing priorities while achieving deadlines

Preferred Qualifications

- Retail and or promotional products industry and ERP experience
- Infor M3 and BIRST Business Intelligence experience a plus
- Certificate in business analytics, data mining, or data science