IT Data Analyst Job Description

- Perform database queries, list matches, reporting, and general analysis of campaign and subscriber data to provide daily support for data needs of internal clients
- Eliminate duplicates and standardize data sets, as well as spot and address other data quality problems that may arise
- Carry out data cleaning activities as required
- Provide reports, including updates for Client Services campaign status with program's current delivery totals on a daily basis
- Provide report on campaign performance monthly or as required
- Responsible for developing and managing internal data tools in support of client services and sales teams
- Responsible for developing and preserving procedures that enhance the team's reporting capabilities
- Responsible for writing SQL queries against data warehouses
- Develop, test, and implement new project-specific and general approaches and functions, and upgrade/update existing procedures
- Collaborate with other analysts and teams on highly complex projects
- Responsible for modernizing and automating current processes
- Responsible for composing specifications around data extraction, transformation, and mapping.