Business Data Analyst

This full-time position reports to the Business Applications Manager and is located at the Electric Center, 1200 Fort Vancouver Way, Vancouver.

WHAT YOU WOULD DO:

- Develop subject matter expertise for assigned business workgroup(s); provide data analysis support and solution development for business unit staff.
- Develop data analysis deliverables for business units to resolve issues and guide business strategy.
- Document and maintain business data definitions (metadata management).
- Monitor data quality, accuracy, and completeness to assure information reliability.
- Develop understanding of the data foundation of assigned CPU enterprise application suites.
- Develop familiarity with data relationships between assigned enterprise application suites.
- Assist in data mining activities in support of data warehouse and data portals.
- Investigate, troubleshoot, and assist in resolution of data issues reported by business unit staff.
    - Deliver resolution in accordance with IS department standards.
    - Document issue resolution through ISHelp system.
- Support application administration team throughout application management lifecycle; research test issues and data content; assist with problem resolution.
- Responsible for end to end delivery of independent assignments as assigned.
- Manage individual professional growth though self-training.
- Collaborate, communicate, function efficiently and effectively within a team environment.
- Provide timely written and verbal communication to project progress and status.
- Other duties may be assigned dependent upon Utility needs and individual qualifications.

QUALIFICATIONS:

Experience in providing quality support for complex IT infrastructure. A basic understanding and experience with SQL database design or other relational DBMS systems. Familiarity with basic SQL tools to support the business with moderately complex queries, reports, and integrated data views from multiple sources.

Successful candidates must demonstrate the ability to communicate complicated technical information effectively with internal and external stakeholders. Must demonstrate strong team focus and ability to work collaboratively to achieve common goals. Must have excellent organizational skills including ability to work effectively in self-directed environment. High proficiency in MS Office Suite. An Associate's Degree in Data Science, Data Analytics, or equivalent degree is required; a Bachelor's Degree and experience with business intelligence is preferred.

HOW TO APPLY:

Clark Public Utilities offers excellent benefits, an attractive wage, and company incentive programs. For confidential consideration, please forward your resume with cover letter by **July 23, 2021** via email to jobs@clarkpud.com. Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.

Equal Opportunity Employer

At Clark Public Utilities, we are committed to being a place where a diverse mix of talented people want to come, to stay and do their best work.