

# **Senior Analyst Report**

## **External Description**

#### The Role:

We are looking for a Senior Analyst – Reporting to provide analytical support and ensure accurate, high-quality reporting to meet business needs. This role involves interpreting complex data, optimizing data quality, and delivering insightful reports while ensuring compliance with governance standards. You will work closely with stakeholders to refine reporting requirements and drive automation initiatives.

#### **Key Responsibilities:**

- Produce and manage detailed reports, ensuring data accuracy and timely distribution.
- Communicate reporting needs, clarify requests, and validate results with stakeholders.
- Standardize reports and oversee automation processes in line with company standards.
- Identify and resolve data inconsistencies, optimizing data quality and integrity.
- Analyze trends, detect recurring issues, and propose process improvements.
- Develop complex calculations and simulation models for in-depth data analysis.
- Ensure compliance with regulatory requirements and internal guidelines.
- Prioritize internal reporting needs and oversee functional validation (UAT) of reports.
- Provide support in creating user guides and educating stakeholders on governance rules.

### What You Bring:

- Education: Bachelor's or Master's degree.
- Experience: At least 3 years in reporting, data analysis, or business intelligence.
- Languages: Strong proficiency in English and a second national language.

### Technical Skills:

- Advanced data processing and analysis capabilities.
- Strong understanding of business data and operational challenges.
- Proficiency in Power BI, SQL, and office applications.
- Knowledge of project management principles.

## Why Join Us?

- Be part of a dynamic team driving data-driven decision-making.
- $\bullet\,$  Work on impactful projects that improve reporting efficiency.

• Collaborate with cross-functional teams in a fast-paced environment.

If you have a passion for data, reporting, and process optimization, we'd love to hear from you! #LI-AC1 #LI-Hybrid #Analyst #reporting #LandmarkGlobal #bpostgroup