

LAITHWAITES

Junior Business Information Analyst

Theale- Full time

Job Purpose:

We are looking for a highly motivated Junior Business Intelligence Analyst to join our team. The ideal candidate should have foundational skills in **Microsoft PowerBI** and **SAP Data Services**, along with a passion for working with data to support business decision-making. This role provides an excellent opportunity to develop analytical skills and gain experience in business intelligence processes within a collaborative environment.

Key Responsibilities:

1. Assist in gathering business requirements and translating them into reports and dashboards using Microsoft PowerBI.
2. Support the design, development, and maintenance of interactive dashboards and reports to provide actionable insights to stakeholders
3. Work with SAP Data Services to support data extraction, transformation, and loading (ETL) processes under the guidance of senior team members
4. Help ensure data accuracy, consistency, and integrity across all reporting solutions
5. Conduct basic data analysis to identify trends and patterns and present findings to business users
6. Collaborate with different departments to understand reporting needs and provide timely support

Experiences and Skills:

- Some experience or academic exposure to Microsoft PowerBI, including report creation, data visualization, and DAX calculations
- Basic understanding of SAP Data Services or other ETL tools
- Familiarity with SQL for data querying and manipulation
- Strong analytical and problem-solving skills with keen attention to detail
- Knowledge of data warehousing concepts and reporting principles is a plus
- Any relevant certifications in PowerBI or SAP Data Services will be an advantage

Qualifications

- Bachelor's degree in business, Information Technology, Computer Science, or a related field

Personal Qualities and Skills:

- Good communication skills and ability to work collaboratively within a team
- Eagerness to learn and develop technical and business acumen

If you are interested in this position, please apply in writing, and notify your manager of your application. Your covering letter should be addressed to Chris Anker and emailed with your CV to HR.

CLOSING DATE: 6 May 2025