



A proud partner of the **americanjobcenter** network

Business Intelligence Analyst

Starting Salary: \$51,625.60-\$64,521.60

Do you enjoy solving problems? Are you inspired by telling stories with data? Do you excel at both verbal and written communication? Are you looking for rewarding work that gives back to the community? **Then this is the career for you!** We are looking to hire a **Full-time Business Intelligence Analyst**.

Some of your duties will include but not be limited to:

- Develop and revise reports on status of data collection for contracted services and other elements identified for partner performance
- Design and produce reports to support program requirements as well as general statistical data to support Employ Milwaukee management objectives
- Run monthly staff performance scorecards for the agency's contracted partners
- In conjunction with the Business Intelligence Manager, develop and implement tools for the Business Intelligence Staff that streamline the data collection and monitoring processes using all the tools available to the team
- Assist in data collection and analysis needed to electronically publish required or desired Program reports, monitoring reports and dashboards on a weekly/monthly/quarterly basis

Do you have???

- ✓ Associate or bachelor's degree in Computer Science or a related field
- ✓ 1-3 years' experience in preparing and compiling reports and information dashboards? (An equivalent combination of related education, internships, and experience will be considered.)
- ✓ Proficiency in reporting applications including but not limited to: SAP Business Objects Web Intelligence, VBA/Macros, HTML, CSS, PowerBI, Tableau, Live Office, and Microsoft Office Suite products
- ✓ Excellent customer service skills
- ✓ Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail
- ✓ A valid driver's license and reliable transportation.

Why Employ Milwaukee?

- ✓ We're a non-profit **local** workforce development board
- ✓ Full benefits including Health, Dental, Vision, 401K, and **Employer Paid Long -Term & Short-Term disability**
- ✓ Prime location! Just minutes from downtown Milwaukee
- ✓ Hybrid work from home models available
- ✓ Making a real positive impact in the lives of youth, adults, dislocated workers, and other target populations by providing various levels of career services, education, training, and employment opportunities

Send Salary Requirements and resume, stating the position you are applying for, to:

Employ Milwaukee HR Dept. at: HR@employMilwaukee.org

Interviews may be conducted during the posting period

Employ Milwaukee is an Equal Opportunity employer and service provider. If you need this information or printed material in an alternate format, or in different language, please contact us at (414)-270-1700. Deaf, hard of hearing, or speech impaired callers can contact us through Wisconsin Relay Service at 7-1-1.

2342 North 27th Street
Milwaukee, WI 53210
Phone: (414) 270-1700
Wisconsin Relay: 7-1-1
employmilwaukee.org