



Business Data Analyst

We are looking for an analyst to join our team to drive insight and efficiency into our business through the understanding and good use of data.

The successful applicant will have the ability to pay attention to detail, communicate well and be highly organised. They not only need to understand the data, but be able to provide insight and analysis through clear visual, written and verbal communication.

Amongst other duties the role will include;

- develop records management processes and policies
- set up and maintain automated data processes
- produce and track key performance indicators
- develop and support reporting processes
- monitor and audit data quality
- liaise with internal and external clients to fully understand data content
- gather, understand and document detailed business requirements using appropriate tools and techniques
- design and carry out surveys and analyse survey data
- manipulate, analyse and interpret complex data sets relating to our business
- prepare reports for internal and external audiences using business analytics reporting tools
- create data dashboards, graphs and visualisations
- provide sector and competitor benchmarking
- mine and analyse large datasets, draw valid inferences and present them successfully to management using a reporting tool

We expect all our employees to project our values of Excellence, Integrity and Respect at all times.

No experience of the water industry is required, as full training will be provided, but a positive attitude to providing excellent customer service is an essential attribute for anyone who wishes to succeed in this role.

There may be a requirement to carry out some out of hours activities. All applicants must have a valid Driving Licence and will need to successfully undertake our Driver Assessment.

For an informal discussion, please contact either Jamie Jones on 07738 040257 or Jim Barker on 07872 108998.

SALARY: £25,356 to £31,395

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Applicants should send a CV outlining current salary with 2 referees.

Apply to: Ian Limb, Head of HR, PO Box 8, Havant, Hants PO9 1LG

E-mail: jobs@portsmouthwater.co.uk

Website: www.portsmouthwater.co.uk



We are happy to consider flexible working arrangements. This can include alternative days / hours of work or work location. Please specify any request in your application.

Closing date: 6 AUGUST 2021