Business Intelligence Analyst

Roles and Responsibilities

- Ensuring accurate, timely and complete information is entered into Red-Cube.
- Partnering with Project, Sales, Legal, finance, Operation and Facilities teams in to track ongoing projects, renewal of leases, new orders or operations improvement exercises.
- Manage Red-Cube expectations, ensuring consistent use, execution and quality of delivery.
- Drive critical projects and new initiatives related to BI department.
- Ensure full utilization of all BI tools through process changes and training.
- Establish a close partnership with key internal clients to provide data governance and ensuring overall data quality including interfaces to other applications.
- Partnering with all department on maintaining contents on Company's intranet portal.
- Highlight Network performance and other operation Issue which might affect Network on Customer service board.
- Prepare and Share Daily CEO report to the management.

Educational Qualifications

Bachelor degree from accredited university in either IT or Engineering.

Experience Requirements

At least 1 years working in the same role in a reputable Company.

Advanced proficiency in MS Office and especially MS excel

Professional Qualifications in SQL Database

Analysis skills

Outstanding written and oral communication skills (English read/write)

Communication and interpersonal skills;

Problem solving skills;

Decision making skills

Desire to continually learn new skills

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