

Business Intelligence Analyst – Chicago

POSITION SUMMARY

The primary responsibility for the Sales & Marketing Business Intelligence Analyst is to participate in the maintenance and integrity of data, reports, dashboards, and scorecards used throughout the company. Under general direction the Business Intelligence Manager, this role supports the tracking, reporting and analysis of products, promotions and marketing initiatives and provides the sales team with monthly results. This position will be responsible for assisting in efforts such as compiling data in support of marketing initiatives, creating data sets to enable sophisticated quantitative analysis, marrying internal data with external data to identify opportunities, etc. The individual in this role will partner with the business from a broad perspective, working with staff in Operations, Finance & Accounting, Sales, Marketing, Business Intelligence, and the entire Credit & Risk team to provide strategic and tactical support.

PRIMARY RESPONSIBILITIES

- Support and back-up the Business Intelligence Analysts broadly focused on functional areas throughout the organization (Risk, Underwriting, Collections, Protection Products, Commercial, etc.).
- Support the administration of the dealer loyalty program.
- Support the Performance Network Online reporting site and administer the weekly and monthly uploading of data.
- Administer weekly Sales and Marketing reports on the individual product lines.
- Assist in the recurring production of management reporting with targeted, incisive and succinct dashboards, analysis, and supporting reports that enable data-driven decisions.
- Track results of promotions.
- Support dealer incentive awards reporting.
- Ensure all recurring reporting requirements are created in a timely and accurate manner; analyze the results.
- Support ad hoc data requests.
- Collect and provide analytical support for the sales team, the commercial and consumer marketing groups, and other groups as needed.
- Provide the sales and marketing groups with report packages on a weekly, monthly, and quarterly basis.
- Ensure company continues to evolve in its data integrity, analysis, and reporting capabilities in an environment of continuous improvement.
- Responsible for protecting employees, customers and corporate information. Follow established physical, electronic and procedural safeguards, including policies regarding data protection, segregation of duties, use of passwords, and access to information based solely on business need. In addition, any company-proprietary information (including but not limited to customer information) may not be transferred or transported outside of company by employees upon leaving the company.
- Maintains a current awareness and understanding of appropriate banking laws, regulations, internal policies and procedures, and to comply fully with those laws, regulations, policies and procedures.

JOB REQUIREMENTS

Experience/Knowledge/Other Skills

- Bachelor's degree
- Successful candidate will have 5+ years of financial services industry experience, preferably in consumer finance
- Excel, MS Access, and VBA expertise is a must
- Report, dashboard, and scorecard design/implementation experience

- Technical hands-on database reporting software skills, such as Business Objects, SAS, Cognos, etc. (experience with multiple software packages preferred)
- Experience with Dashboarding tools such as Tableau, QlikView, Microstrategy, etc. helpful
- Excellent analytical skills
- Ability to quickly interpret business requests related to existing and new reporting
- Ability to handle multiple projects on short deadlines
- Good verbal and written communication skills

Competencies

Group Level: Professional

- Superior analytical skills and ability to innovate and create solutions to obstacles
- Relentless pursuit of operational efficiency and unwavering commitment to data integrity
- A performance-oriented, resourceful and competitive individual with a high sense of urgency
- Able to prioritize analytical requests in face of changing priorities and competing demands
- Good organization and project management skills
- Understanding of financial services data platforms and ability to quickly and efficiently integrate appropriate data sources into analyses and initiatives
- A good listener, capable of understanding the restraints and possibilities of the business, able to translate this to concise, targeted, actionable reporting
- An individual of the highest integrity, whose professional and personal conduct reflects favorably upon the company.