

Position Description

Position Title	MIS Reporting Analyst
Department / Branch	Finance & Treasury
Reporting Relationships	Senior MIS Reporting Analyst
Supervisory responsibilities	Nil
Classification	Non-Award - Package
Effective date	June 2022

General Responsibilities of Role

Objective

The objective of this role is to provide support to the Reporting & Analytics team in meeting Credit Union SA's reporting & analytics commitments. Key focus of the role is to provide a high level of service to stakeholders by crafting and delivering datasets and reports to add value to the business and meet a wide range of needs from all business functions.

Key Accountabilities & Responsibilities

Key responsibilities include but are not limited to the following:

- Develop new and existing reports by considering reusability, reliability, consistency and maintainability of data across the data analytics platform and reporting services to facilitate decision making within the organisation.
- Dive deep to identify and resolve problems at their root to safeguard the data analytics platform and reporting services are operating to intended function.
- Ensure that company's data is centralised into a single source of truth and unified data models to support data analysis requirements from all functional teams of the company
- Prepare and build out meaningful representations of data by composing SQL scripts to extract, clean and transform data.
- Own the full data pipeline lifecycle, from source systems to the data consumption targets, enabling the creation of datasets, reports, dashboards, and analysis to track business performance and meet compliance needs.
- Understand the business through our people, processes, data and technology to uncover insights and add value to the business.
- Collaborate with business units and engaging with multiple internal stakeholders to collect requirements and elicit reporting needs.
- Participate in the broader Finance team to support Credit Union SA's values and high performance culture.

Position Description

- Working collaboratively to build a supportive and high performance environment and deliver a high level of service to stakeholders.

Selection Criteria

The successful candidate will be considered against the following criteria:

Essential Criteria

- Possess strong attention to detail, reconciliation, and engineering mindsets.
- Highly organised and reliable with the ability to think of the bigger picture.
- High aptitude for relational database management systems and associated reporting tools
- Previous experience with Microsoft SQL Server & Power BI or similar.
- Solid knowledge of Microsoft Excel (including VBA).
- You prefer simple and effective, over complicated, and efficient, you like to solve problems once, so that they stay solved.
- Good time management with the ability to prioritise and deliver to schedule.
- Exposure to cloud services tools.
- Ability to solve problems and architect in an environment with unclear requirements.
- Great skills with SQL or other programming languages, experience creating and maintaining tables, views, and stored procedures to orchestrate data pipelines.
- Experience owning, tracking, and delivering goals, working both independently and in teams.
- Curiosity and self-drive to continuously learn, develop new skills, and share these capabilities to extract value from data – importantly you have a growth mindset.
- Communication skills with the ability to engage with a broad range of stakeholders.
- Able to build and maintain working relationships within all areas of the organisation.

Desirable Criteria

- An understanding of, and interest in, the financial services sector would be highly regarded.
- Previous experience with Microsoft's cloud based data services (Azure).
- Experience building and managing large data platforms.

Academic Qualification

- Strong background / education in a quantitative discipline.