ECHEZ SOLUTIONS SDN BHD

General Description:

Data Analyst is responsible for collecting and analysing internal information related to the projects execution and external information such as sales reports coming from software vendors or campaign sponsors. Data Analyst is also responsible for preparing reports used by Program Managers to evaluate the project progress.

Specific Functions:

- Obtain information from CRM systems for assigned projects
- Compile information regarding opportunities reported by Licensing Consultants
- Obtain information on sales transactions registered by the software vendors or campaign sponsors
- Include all information specified by the Program Update report and submit report to Program Managers
- Support profiling team by maintaining and applying Filtering lists for prospective leads

Background Requirements (Essential):

- Education: Candidates for this position are required to have a degree in a technical field or in information technology
- Experience: Candidates must have working experience in a similar role or in a position requiring a high level of expertise in Microsoft Excel

Other requirements:

- Candidate must possess at least a Professional Certificate, Diploma, Advanced/Higher/Graduate Diploma, Bachelor's Degree, Post Graduate Diploma, Professional Degree, Computer Science/Information Technology, Engineering (Computer/Telecommunication), Business Studies/Administration/Management, Science & Technology or equivalent.
- Required language(s): English
- At least 2 year(s) of working experience in the related field is required for this position.
- Preferably Junior Executives.
- Full-Time position(s) available.