

Data Analyst – Cheltenham

Are you an experienced Data Analyst looking for a new challenge? Are you interested in business system automation? If so, please keep reading!

Attivo Group is looking to recruit a Data Analyst to join our busy and growing Cheltenham office. The role is to provide expertise and support to the Chief Technology Officer (CTO) and Attivo Group in the collection, manipulation, maintenance, administration and representation of business data.

The Data Analyst will have versatile skills having worked across a broad range of data environments. The role will be instrumental in enhancing our business intelligence, with the necessary skills to build the database, structure the data from different sources, and visually represent the information.

This role is key to the delivery of the company's transformation programme to effectively optimise the operational efficiency of the business, whilst improving the client and staff experience by ensuring that our data is secure, accurate, and its use is maximised to provide smart decision making.

The Data Analyst will be responsible for integrating data sets, improving the quality and integrity of the company's data by working closely with the Technical Manager and CTO to provide a secure environment for the storage, and for the cleansing, manipulation, and presentation of information.

We provide our advice and service through Attivo Financial Planning, one of few genuinely Independent, Chartered, Occupational Pension Specialist, financial planning firms in the UK. We aim to deliver the most professional, technically competent, independent advice and service to clients.

We want to be seen as a leader in the financial planning sector, to help change the standing of financial planning to be recognised as a genuine profession and to ensure we, and the profession, contribute positively to society and the economy.

Main responsibilities

Data quality and integrity

- ensure that data is captured, stored, cleansed and protected to facilitate presentation
- work closely with the Technical Manager and Managed Service Provider to guarantee data security
- develop data accuracy insights, providing reports and guidance to maintain and enhance data integrity
- provide data biased insight for the File Share to SharePoint migration, working closely with the Technical Manager to effectively migrate internal data from legacy file share server.

Data warehouse management

- provide guidance for the design of the new Attivo Group data warehouse
- manage the Attivo Group data warehouse, ensuring that data is available for presentation
- ensure that the business can efficiently identify information for data subject access requests.

Information visualisation

- develop the business intelligence capability, leveraging visualisation products such as Microsoft Power BI
- design and develop business dashboards for executive and management information
- provide advice, training, and guidance on the use of information visualisation products.

Data trend analysis

- identify trends using data analysis techniques and tools, such as Power Query.

Qualifications, skills and experience

- relevant technical competence
- SQL language skills
- knowledge of API integration
- ability to maintain excellent working relationships within a professional team, and ability to manage multiple stakeholders
- highly analytical and logical problem solving
- diligent with attention to detail
- ability to continuously identify opportunities for data enrichment
- ability to work autonomously to performance objectives
- experience of mapping and documenting processes
- ideally a good understanding and experience of the financial services industry, with exposure to transformation projects, to include business systems implementation
- awareness and interest in business system automation and technology, such as machine learning and artificial intelligence
- excellent Microsoft database product knowledge
- minimum 5 GCSEs graded A-B, including Maths and English.

Salary and benefits

£25,000 to £35,000 depending on experience and qualifications.

Attivo Group also offers:

- excellent company benefits package including a non-contributory Pension Scheme, Private Medical Insurance, Income Protection, Critical Illness and Death in Service
- generous holiday allowance
- corporate gym membership
- parking allowance for employees who live over 1.5 miles away from the office (Cheltenham only)
- regular company social events
- charity days
- excellent culture, promoting employee wellbeing and engagement.

How to apply

For further information, please get in touch. To apply for this role, please email your CV along with a covering email or letter to careers@attivogroup.co.uk.

Privacy Policy

If we have received your details in response to a recruitment initiative, we will store the personal information that either you, your recruitment agent or another third party has provided us with. We process that information because it is in our legitimate interests to do so in order for us to be able to make an informed decision about whether to interview you and, ultimately, recruit you.

We believe that you would reasonably expect us to process your personal information in this way and that such processing does not have an impact on you in a way that would make this processing unfair. Where your personal information is kept as part of a file relating to prospective employees of Attivo Group, we will retain that information and any information relating to that matter. This is so that we can review the file if any complaints or issues arise after the recruitment process. The length of time that we keep prospective employee files is usually 3 months after conclusion of the relevant recruitment process.

Unless you request us not to do so, we may also contact those individuals who are referred to in any information you provide us with, for example referees. This contact may be made by telephone, email or post. We will only do this if we have your express permission to contact them in this way.

Where you have provided us with personal information about a referee or a previous employer, it is your responsibility to inform that person that you have provided us with their details and that we will be processing it in connection with your employment application. You should also give them our contact details (below) should they wish to discuss this with us. Click [here](#) to view our full privacy policy for prospective employees.

Agencies

****We are unable to offer this position to recruitment agencies so we respectfully ask that agencies do not contact us in regard to posts advertised on this site****

April 2019