

**Job ID : DeTN001**

**Job Role : Data Analyst**

**Work Location : Chennai**

**Monthly CTC : Rs.40,000/- - Rs.50,000/-**

**Qualification:**

- ✓ Bachelor's degree in a field that emphasizes on statistical and analytical skills is desired. Students from mathematics, statistics, computer science, or economics background or postgraduate course in data analytics like Data Analytics Bootcamp
- ✓ Minimum 2+ years experience in data analytics

**Responsibilities:**

- ✓ Using automated tools or Ms Excel to extract data from primary and secondary sources
- ✓ Removing corrupted data and fixing errors and related problems
- ✓ Developing and maintaining databases, data systems – reorganizing data in a readable format
- ✓ Performing analysis to assess quality and meaning of data
- ✓ Filter Data by reviewing reports and performance indicators to identify and correct code problems
- ✓ Using statistical tools to identify, analyze, and interpret patterns and trends in complex data sets that could be helpful for the diagnosis and prediction
- ✓ Assigning numerical value to business functions so that business performance can be assessed and compared over periods of time.
- ✓ Preparing reports for the management stating trends, patterns, and predictions using relevant data
- ✓ Working with programmers, engineers, and management heads to identify process improvement opportunities, propose system modifications, and devise data governance strategies.
- ✓ Preparing final analysis reports for the stakeholders to understand the data-analysis steps, enabling them to take important decisions based on various facts and trends.

**Skills Required**

- ✓ Strong mathematical skills to help collect, measure, organize and analyze data
- ✓ Knowledge of programming languages like Python and SQL

- ✓ Technical understanding regarding database design development, data models, techniques for data mining, and segmentation.
- ✓ MS Office , Advanced Excel for data manipulation and reporting
- ✓ Knowledge of statistics and statistical packages like Excel, SPSS, SAS to be used for data set analyzing would be preferable
- ✓ Knowledge of data visualization software like Tableau, Qlik
- ✓ Problem-solving skills
- ✓ Accuracy and attention to detail
- ✓ Adept at queries, writing reports, and making presentations
- ✓ Team-working skills
- ✓ Verbal and Written communication skills
- ✓ Proven working experience in data analysis

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<https://tnega.tn.gov.in/jobapply/careers/DeTN001/Data%20Analyst>