



# Business Intelligence Analyst

**Location:** Rancho Cordova, CA

**Department:** Business Analytics

**Employment:** Full Time

**Salary:** TBD

## About Our Company

Come work for a great company with strong employee retention and a team of industry veterans with true passion for what they do. GSO, a General Logistics Systems Company, is a leading regional delivery carrier which has been providing Priority, Ground, and Freight services throughout the West since 1995. Thousands of companies across all industries rely on our company to deliver time-critical packages and documents every day because we've got an amazing team that goes the extra mile for our customers. We're always looking to expand our team with like-minded professionals, therefore if this job might be a good fit for you, send us your resume.

## Position Summary

Collaborate with all other departments (Operations, Quality Assurance, Sales, Customer Service and Finance) to identify business intelligence, reporting and data analysis needs. Turn data into critical information and knowledge that can be used to make sound business decisions. Define key performance indicators (KPI) and provide performance monitoring and insights. Analyze business processes and work with all teams to ensure we are optimizing our resources. Support improvement initiatives to reduce cost, increase production and improve service levels.

## Responsibilities & Duties

1. Build an understanding of the business at a level of detail that enables identifying and addressing critical issues.
2. Develop meaningful and lasting relationships with partners that encourage collaboration and buy in.
3. Work with internal customers to define key performance indicators (KPI) and identify business intelligence, reporting and data analysis needs.
4. Validate data warehouse system for data integrity, quality and accuracy.
5. Provide performance monitoring and insights via BI reports, dashboards, alerts and ad hoc analysis with the help of BI tools and MS-Office products.
6. Educate and train business teams to use the data as an analytical tool to enhance business decision-making capability.
7. Research business problems and assist in creation of models that help analyze these problems.
8. Help establish costing models and track performance to report variances.
9. Use data mining, model building and other analytical techniques to develop operation insights and business opportunity.
10. Perform data analysis and reporting in support of budgeting, forecasting and pricing.
11. Perform alternative operating model analysis to establish most productive and cost effective operational setup.
12. Cross train and provide support within department as needs arrive.

## Qualifications Needed

1. **Education** – Bachelor's Degree in Business, Information Technology, Economics, Statistics or similar.
2. **Skills and Abilities**
  - a. Proficient computer skills including Windows and Microsoft Office Suite with exceptional Excel skills using large-scale, complex datasets and pivoting capabilities.
  - b. Have a good understanding of database principles with emphasis on SQL query language.
  - c. Previous experience with a BI tool and data visualization preferred.
  - d. Keen eye for details and aptitude for working with data.
  - e. Highly accurate and thorough in all tasks.
  - f. Strong analytical and problem-solving skills.
  - g. Have an interest in going beyond the obvious and delve into the source, the definition and foundational roots of a data element.
  - h. Data analysis, ability to infer trends and spot patterns.
  - i. Ability to translate data into actionable insights and advise management of findings for problem solving/decision making purposes.
  - j. Ability to handle conflicting priorities and meet deadlines in a fast-paced environment.
  - k. Self-starter with a desire to learn and the ability to rapidly understand the business and its drivers.
  - l. Strong written and verbal/interpersonal communication skills.
  - m. High degree of professionalism, integrity, and the ability to exercise excellent discretion and judgment when dealing with confidential information.
3. **Physical**
  - a. Repetitive Motion – Movements frequently and regularly required using the wrists, hands, and/or fingers.

## Disclaimer Statement:

This job description is not intended, nor should it be construed to be an exhaustive list of all responsibilities, duties, skills or working conditions associated with a particular job. It is intended to be only a general description of the principal requirements common to positions of this type

## Benefits for Full-Time Employees

- 401K with employer matching
- Healthcare benefit options
- PTO & Sick Leave
- Dental, Vision and Life AD&D
- Direct Deposit

## To Apply

Please email your resume and cover letter to [jsilva@gso.com](mailto:jsilva@gso.com) and include your salary requirements for this position.

**EEO Commitment:**

GSO, a General Logistics Systems Company, is an Equal Employment Opportunity (EEO) employer and is committed to a diverse workforce. We welcome all qualified applicants to apply to at GSO and we strive to select the best qualified applicant for each position in our organization. Applicants will receive fair and impartial consideration without regard to race, sex, color, national origin, age, disability, veteran status, genetic data, gender identity, sexual orientation, religion or other legally protected status, or any other classification protected by federal, state, or local law. GSO complies with all laws and regulations relating to employment discrimination, and are always committed to doing what's right.