



## Role Profile

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**Role Title:** IT Business Intelligence Functional Analyst

### Overall Responsibilities:

The person in this role works closely with business users and IT colleagues to identify & document business and customer requirements. They support the design, build/enhancement and delivery of Business Intelligence (BI) & Data Analytics solutions using applications such as Power BI, IBM Controller, Microsoft Dynamics D365 and integration with other business applications. This particular role works with our Global Finance customers, across multiple time zones, and assumes responsibility for administration and support of IBM Planning Analytics used for budget and forecasting solutions.

### Specific accountabilities:

#### IBM PAX / TM1

- Administer, support and maintain IBM Planning Analytics for the Company. Communicating system outages / issues, plan upgrades and manage third party developers.
- Provide backup support for administration of other financial reporting applications such as Cognos Controller.
- Participate in updates required for monthly accounting close processing, working with FP&A to ensure PAX is updated with new hierarchies.

#### Business Analysis

- Work closely with our Finance business division users to understand and analyze business requirements, evaluate options, research and propose suitable solutions related to Management Reporting and Data analysis.
- Translate business requirements into functional specifications and liaise with BI architect and developers to create technical design documents and requirements traceability matrices; ensuring the desired solutions are delivered to the agreed specification.
- Identify and interrogate data sources held in Microsoft Dynamics D365 (F/O module). Conduct data analysis and apply appropriate data governance standards to protect the quality of data to be stored in the Enterprise Data Warehouse.
- Act as a conduit between BI developers and business users, identifying and rectifying issues during the design, development and testing.
- Support and own the creation and maintenance of project plans (for smaller change projects), taking responsibility to ensure they are robust and supporting delivery of status update reports to key project stakeholders. Assist with prioritization.
- Perform initial system testing of delivered solutions – working closely with development to identify bugs and/or missing/incorrect functionality before progressing to User Acceptance Testing.

- Assist the users with completing user acceptance testing – using their experience to ensure UAT is comprehensive, documented and signed-off by appropriate sponsors.

### **General**

- Capture all work in DevOps system
- Develop, maintain and complete relevant project and process documentation, specifically functional specifications, testing protocols and test plans, key process flows, standard operating procedures, etc.
- Assist with user project documentation e.g. User training manuals, webinars, online training etc as needed.
- Assist with user training as agreed within project scope.
- Mentor others within the IT function and broader business, providing guidance, training and mentoring as required.
- Research and implement best practice of BI techniques.
- Champion the culture of BI and Data Analytics with the Genus organization.
- Develop BI Reports, Dashboards, and Apps using Power BI and help the business understand trends or patterns in complex data sets.

### **Qualifications and experience:**

- Proven track record of accomplishment in a similar Finance-based role for 5+ years.
- Demonstratable hands-on experience with IBM Planning Analytics (PAX / TM1) to administer data cubes and hierarchies and troubleshoot issues on behalf of Finance teams, integration of data with external applications and Data Stores
- Experience of conducting requirements elicitation, gap analysis and stakeholder management.
- Understanding of common Business Analysis tools and techniques, especially related to data gathering and mapping.
- Good working knowledge of the BI Development Life Cycle. Understanding of data models and database design is advantageous.
- Experience writing SQL queries to analyze data, working with OLAP databases
- Experience with Data Analytics tools such as Power BI, Tableau or Qlik to present and explain findings
- Experience of connecting requirements to tests, and tools in this area.
- Experience of creating robust project plans for smaller projects and taking responsibility for managing to plan and driving delivery
- Experience of working in a global organization with geographically dispersed team members and users.
- Strong team player, with strong communication skills both written and verbal
- Strong analytical skills, attention to detail
- Highly organized with strong interpersonal skills
- Good general knowledge of current and future IT technology, especially Microsoft stack with the ability to apply this knowledge and propose appropriate solutions for Genus.
- Ideally knowledge in delivering solutions on Microsoft Azure platform and DevOps
- Ideally Broad business knowledge of Dairy, Beef, and Pork Business

**Capabilities and behaviors:**

- Ability to handle multiple priorities and deliver to deadlines.
- Capable and willing to own and directly engage in project tasks as needed.
- Excellent business and commercial acumen.
- Excellent verbal and written skills – ability to bridge the gap between technical and business.
- Lives and displays the Genus Values and behaviors at all times in their day to day ways of working.
- Maintain professional verbal and written communications with co-workers, internal and external customers, and vendors at all times.
- Be flexible with respect to job responsibilities and consistently strive to be an effective team member.
- Strive to advance current skills and display a willingness to accept future development.
- Actively participate in Company training opportunities to further develop skills applicable to the department.
- Gain a thorough understanding of the Company's business and the department's role within the company.