Lawyers Mutual is seeking a **Business/Data Analyst** for its Cary, NC office.

Job Duties Include:

•Provide analytic support by coordinating data extraction from various databases and creating/maintaining internal reports and dashboards

•Proactively analyze data to answer key questions from stakeholders with an eye for what drives business performance, investigating and communicating areas for improvement in efficiency and productivity

•Develop business intelligence solutions through knowledge of departmental needs, appropriate data sources, business intelligence best practices and innovative use of technologies and systems

•Create and maintain interactive visualizations through data interpretation and analysis integrating various reporting components from multiple data sources on a regular and ad-hoc basis

•Produce reports on assigned project deliverables to keep management apprised of project status, major issues, scope changes, resource changes and milestone achievements or misses

•Escalate issues as required to appropriate project teams, business or counterparts. Serve as the liaison between the company and developer

•Act as primary liaison between end users and multiple vendors/stakeholders, including managing user acceptance testing to ensure software components are tested adequately

•Partner with stakeholders on requirements, prioritization, solution, approach, and alternatives, and manage requirements changes to ensure developed solution conforms to business needs

•Gather, analyze, document, and manage business and/or functional requirements for various initiatives

Requirements:

•Strong quantitative and analytical skills - ability to quickly analyze data to identify key insights and apply them to the business

•Excellent written and verbal skills

•Prior experience in report and visualization creation

•Proficiency in Microsoft Office applications, especially Excel, Adobe, and Sharepoint applications

•Experience with Izenda Business Intelligence products is a plus

•Understanding of SQL and data structures is a plus

•Project management experience preferred

Competitive compensation and benefits package, including comprehensive health and dental plans, and 401(k).  Paid relocation not available.  Pre-employment background verification required for qualified applicants.

Equal Opportunity/Affirmative Action Employer.

Please, no agencies.  No agency-referred candidates will be considered for this position

Mail or email your resume to:

Lawyers Mutual Liability Insurance of North Carolina, Attn: Human Resources

PO Box 1929, Cary, NC 27512-1929 or Email: hr@lawyersmutualnc.com