

* This position is funded by the Canada Summer Job Grant and will last 8 weeks.

Data Analyst

About Goodwill

Goodwill Industries is a non-profit social enterprise which provides work opportunities, skills development, and employee and family strengthening for people who face barriers such as disability or social disadvantage. The aim is to advance individuals, families and communities toward economic self-sufficiency and prosperity.

Goodwill Industries, Ontario Great Lakes, one of five regional Goodwills in Canada, serves communities across Ontario, and employs 950 people on a variety of social enterprise work platforms. The organization is positioned for accelerated growth and is aiming to create 900 new jobs over the next five years.

Data Analyst

The Data Analyst will be responsible for ensuring data is presented in a clear and actionable manner while supporting site managers with information that assists their decision making. This individual will also participate in projects and initiatives that will provide integral information to various stakeholders including senior management.

Role and Responsibilities

- Facilitate business intelligence gathering, both internal and external.
- Support retail and operations teams with proactive reporting to feed decision making and to assist with new product initiatives.
- Monitor the data integrity of data collection systems.
- Assist in the development of predictive models to assist with the evaluation of potential business decisions.

- Research and recommend enhancements to data collection systems.
- Assist with establishing a comprehensive, efficient, and focused process for reporting on business performance against performance metrics.
- Assist with development of business plans for new projects and initiatives related to web properties, mobile platforms, partnerships, or future platforms.
- Ensure the integrity of research project data, possibly including data extraction, processing, storage, manipulation, and analysis.
- Communicate issues with system-wide implications to the appropriate internal and external contacts.
- Proactively support the application of complex data initiatives.
- Support database design, administration, security, and maintenance.
- Participate in ongoing decisions regarding study design, data collection, data analysis, and methodology.
- Perform other duties as assigned.

Qualifications

- University or College degree in a related field.
- Experience with statistical analysis and data modeling.
- Experience with web metrics and online performance analysis is an asset.
- Excellent Customer Service skills
- Adept in information systems, data systems
- Strong information management and research / analysis skills
- Strong organizational, problem solving skills and the ability to multi-task
- Must be able to work effectively with others and have good interpersonal skills.
- Written, verbal and telephone communication skills.
- Computer proficiency skills, including effective working skills of MS Word, Excel, and SharePoint.

- Able to work efficiently as a part of a team as well as independently.
- Able to work well under pressure and meet set deadlines.
- Must possess a valid Ontario driver's license