

Data Analyst – Trainee in Recruitment Team

Description

We are looking for you, if:

- analytical thinking is your talent
- you like working with numbers and sets of tables
- you spot relevant or inaccurate details in a jumble of data
- you are able to perform a VLOOKUP and pivot table in MS Excel and want to get to know the Power BI environment
- you want to get to know the analytical part of the recruitment area
- additional administrative tasks will not be a problem for you

You'll get extra points for:

- curiosity
- initiative
- responsibility and learning from stumbling blocks
- communicativeness
- good level of English

Your responsibilities:

- supporting the data analyst and the team in day-to-day work
- maintenance and refreshing dashboards in Power BI
- creating ad hoc reports for various stakeholders using MS Excel or (optionally) Power BI
- monitoring data correctness and reporting irregularities
- elimination of non-conformities with expert support

Information about the squad:

A close-knit Recruitment Team made up of passionate people, works on both recruitment, onboarding and administration, all of which contribute to the reporting and analysis system.

The analyst's job is to support the organization with regular or ad hoc analysis that answer burning questions.

Analytics and reporting enable our organization to make important decisions, so your work will be relevant to both our managers and the management board.

When you join us, you can expect a good atmosphere, learning from experts, support and exchange of knowledge and experience, as well as variability.

How the process will look like

Your teammates will gather all requirements within our organization. Then, once priority has been discussed, you will decide as a team on the best solutions and architecture to meet these needs. In continuous increments and continuous communication between the team and stakeholders, you're part of making data play an even more important (and understood) part withing Brand New Day.

Hiring organization

Candidate-1st

Employment Type

Full-time

Beginning of employment

asap

Job Location

Katowice (Zabraska 19)

Working Hours

40

Base Salary

euro EUR 61K - 102K *

Date posted

May 22, 2024

Job Benefits

EUR 61K – 102K *