

Job Title	Data Analyst I
Short Description	<p>This position is based in Tuscaloosa, Alabama and exists to support the areas of the credit union through maintenance of its data analytics records and reports that directly relate to member accounts. Performs a wide variety of data analytics work under minimum supervision.</p>
Full Description	<p>Career opportunities await you at Alabama Credit Union. At Alabama Credit Union, our employees feel good about their careers. We create an environment rich in learning and advancement opportunities, community support activities, and chances to provide input on company initiatives. Our “Best Companies to Work For in Alabama” and “Best Credit Unions” designations say it best- our employees feel good about their lives.</p> <p>Description</p> <p>This position is based in Tuscaloosa, Alabama and exists to support the areas of the credit union through maintenance of its data analytics records and reports that directly relate to member accounts. Performs a wide variety of data analytics work under minimum supervision.</p> <p>Responsibilities:</p> <p>Acts as the day-to-day main contact for internal data dashboards utilized by ACU Team members; assists with questions related to KPIs, goals and dashboard report. Maintains logs of in-bound requests for the data analytics team. Develops and maintains dashboards and the needed workflow processes; coordinates and distributes fulfillment information, including that which pertains to payroll incentives. Assists with routine reports and maintenance of data warehouse system. Creates and manipulates large data files, transforming the data into business information that helps Alabama Credit Union fulfill strategic objectives including creating interactive reports and visualizations. Writes and performs queries at the request of Senior Leadership.</p> <p>Identifies relationships in data, changes and trends over time and reports relevant data to appropriate users in the organization and monitors the published data sources for usage/ relevance/quality feedback.</p> <p>Knowledge & Skill Requirements:</p> <p>Possess excellent oral and written communication skills, including the ability to write effectively in English using correct spelling and grammar, including reports, business correspondence, and procedure manuals. Ability to learn quickly and adapt to change. Exhibits strong organization and time management skills, and ability to work independently to meet required deadlines. Demonstrates a high level of initiative, creativity, and problem-solving skills. Ability to work effectively with others in high-pressure situations to accomplish team goals. Demonstrates a professional personal presentation and ability to maintain a calm demeanor under</p>

potentially stressful circumstances while managing multiple (sometimes conflicting) priorities. Practices strong listening skills and ability to comprehend member, co-worker, and Senior Leadership directives.

Technical Skills:

Personal computer to include MS Word, Excel, and ability to use web-based applications. Ability to create presentations using software (PowerPoint). Working knowledge of Credit Union technology platforms required. Demonstrated knowledge of automated data analysis tools and techniques. Working knowledge of bank technology platforms. Advanced knowledge of Spectrum, Branch Suite, Prism, and Prologue preferred. Working knowledge of data visualization tools such as Tableau, Power BI or equivalent.

Leadership Skills:

Works well with others and ensures understanding by others of technical terms, jargon, and work scope. Ability to effectively communicate and present technical results and their business impact. Ability to comprehend and apply rules and guidelines appropriately within position. Ability to prepare and make comprehensive presentations and professionally communicate before internal audiences. Ability to effectively present information and respond to questions from groups of managers, members, sponsor representatives, and the general public.

Experience & Education:

One month to twelve months of similar or related experience. A bachelor's degree, or the achievement of formal certifications recognized in the industry as equivalent to a bachelor's degree (e.g. information technology certifications in lieu of a degree).

If you don't have excellent attention to detail, practice a high degree of personal accountability, and if you are unable to successfully manage multiple priorities at once, then this job may not be for you.

However, if you are an individual who values integrity, is hungry for a more in-depth knowledge of the Financial Industry, possess a strong desire to successfully meet the needs of your members (internal and external), and are committed to supporting Alabama Credit Union's Shared Values in all that you do, then this may be the perfect opportunity to feel good about your career!

Please apply for this position no later than July 27, 2021 at Alabama Credit Union Careers page: www.alabamacu.com/careers.

Education

A bachelor's degree, or the achievement of formal certifications recognized in the industry as equivalent to a bachelor's degree (e.g. information technology certifications in lieu of a degree).

Additional Comments

Credit Union

Alabama Credit Union

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Expiration Date	07/27/2021