Business Analytics & Reporting Analyst
University at Buffalo

Job Title	Business Analytics & Reporting Analyst
Department	Business Reporting and Systems
Institution	University at Buffalo
	Buffalo, New York
Date Posted	Mar. 27, 2025
Application Deadline	04/23/2025
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory
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Job Description

Business Analytics & Reporting Analyst

Position Information

Position Title: Business Analytics & Reporting Analyst
Department: Business Reporting and Systems
Posting Link: https://www.ubjobs.buffalo.edu/postings/56374
Job Type: Full-Time

Posting Detail Information

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Position Summary

The Office of **Business Reporting and Systems** within Business Services is seeking a **Business Analytics & Reporting Analyst**who will be responsible for strategically designing the framework to organize the information management and technology components used to build Business Intelligence systems that meet the data access needs of the organization. In this role you will be responsible for:

- Developing an environment that allows business users to identify business issues, formulate business questions, determine what information is needed, determine where to find the information, retrieve, analyze, report and take action.
- Support the Business Intelligence application (Oracle Business Intelligence (OBI)
- Develop and coordinate data extract, translate and load (ETL) processes used to populate new and existing operational data stores and data warehouses, and develop new dashboards, reports and analyses for various customer groups across the campus.
- Champion data quality, integrity and reliability throughout the enterprise by designing and promoting best practices.

Learn more:

- Our **benefits**, where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the **University at Buffalo community.**

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Minimum Qualifications

- Bachelors degree with 2 years of experience in a technical or science discipline, or other related field required.
- Experience creating & Executing SQL database queries. Using SQL queries to analyze, reconcile, and retrieve data from relational databases.
- Thorough understanding of data warehousing concepts.
- Strong problem-solving and analytical skills.
- Ability to communicate effectively with technical and non-technical audiences.

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Preferred Qualifications

- Experience with business intelligence reporting tools, with Oracle Business Intelligence tools a plus.
- Oracle OAS Data Visualization and Data Modeling.
- Experience with scripting languages R and Python.
- Understanding of Active Directory technology and managed group policies.
- Hands-on experience with UB InfoSource.
- Familiarity with UB business systems and related data, business rules, and processes.

Salary Range
$75,000 - $85,000

Special Instructions Summary

Is a background check required for this posting?
Yes

Contact Information

Contact's Name: Kelly Stich
Contact's Pronouns:
Contact's Title: Administrative Staff Assistant
Contact's Email: stcih@buffalo.edu
Contact's Phone: 716-645-6074

Posting Dates

Posted: 03/26/2025
Deadline for Applicants:
Date to be filled: 06/02/2025

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A
University at Buffalo

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