



Position title: Business Intelligence Analyst
Location: Bryanston, Johannesburg, South Africa
Start date: As soon as possible

Background

African Parks is a non-profit conservation organisation that takes on the complete responsibility for the rehabilitation and long-term management of national parks and wildlife reserves in partnership with governments and local communities. African Parks applies a strong results-driven 'business approach to conservation'. Each of the 19 parks constitutes its own conservation entity, with a park management unit which operates within a framework of their mandate with government, their business plan/budget which clearly defines the project's objectives, and the African Parks SOPs.

The BI Analyst is expected to perform this function in the company, across our departments and to assist business in the interpretation of such data to guide business strategy and process optimization, ultimately increasing company profitability.

Qualifications and Experience

Minimum education (essential):

- Matric Certificate
- Certification / Accreditation in Business Intelligence

Minimum education (desirable):

- Relevant Information Technology degree or diploma

Minimum applicable experience (years): 3 years

Required nature of experience:

- Two (2) + years of proven experience in data analytics
- Advanced knowledge of Microsoft Excel (macros, pivot tables, formulas)
- Experience in working with Microsoft Dynamics 365 Business Central
- Knowledge of SQL queries
- Experience maintaining, administering business reports using Excel or BI tools
- Strong analytical, troubleshooting skills and root-cause analysis ability beneficial
- In-depth understanding of database management systems and ETL automation and optimization
- Proven abilities to take initiative and be innovative

Skills and Knowledge (essential):

- Proven experience as an analyst (BI, MI or RTA)
- Knowledge of SQL queries, SQL Server Reporting Services (SSRS) and SQL Server Integration Services (SSIS)
- Knowledge in technology such as Jet Reports, Power BI, Tableau.
- Ability to interpret code and support applications, reports and processes.

Job description:

Business Intelligence 50%

- Analyse and translate business needs to technical specifications for BI solutions.
- Update and maintain reports and dashboards



- Reporting and maintenance of collection (ETL), storage and display of data.
- Create visualizations and reports to monitor data.
- Develop and execute database queries and conduct analyses.
- Effectively use a suite of projects and products, all within different stages of development and implementation

Continuous Improvement and Development 20%

- Troubleshoot data fields and dashboards to ensure accuracy of information and interpretations being provided.
- Ensure scheduled updating of business intelligence tools, dashboards and databases.
- Identify issues, bugs, and bottlenecks.
- Identify opportunities to improve processes and strategies with technology solutions

Interpretation and Strategy Advisory 10%

- Advise on risk analysis and mitigation using the output from the BI tools implemented.
- Manage tasks and priorities within product suite

Communication and Documentation 20%

- Maintain policies and procedures for the collection and analysis of data.
- Communicate proactively, effectively and efficiently with stakeholders
- Maintain documentation including requirements, design and user manuals.
- Efficient and effective reporting on prioritisation and tasks to Line Manager.
- Efficient and effective reporting on performance of BI products and systems.
- Take personal ownership for projects and work quality as well as contributing to team development and the company's ecosystem as a whole

To apply, please email your CV and cover letter to hadmin@africanparks.org by **06 May 2022**.

Should you not hear back from us within 2 weeks after closing date, please take it that your application was unsuccessful.