



KEY MEDICAL GROUP, INC.

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Come work at The Foundation for Medical Care for Tulare and Kings Counties., a leading firm in the Healthcare industry. We have continued to grow and as our business has changed we have acquired additional reporting needs. We are pleased to be looking to hire an experienced Reporting Analyst to help us keep growing. If you're hard-working and dedicated, TKFMC is an ideal place to get ahead. Apply today!

Responsibilities for Reporting Analyst

- Design business analysis and data reporting dashboards for use throughout operations
- Maintain databases and perform updates as necessary to ensure accuracy
- Create as necessary new reports and regularly examine data reports to locate and resolve mistakes throughout
- Accurately analyze and collect data for various types of business reports
- Create business reports that provide insight into key data points
- Communicate the results of data analysis in written and verbal form to managers
- Support operational departments to reach their goals through dashboard development and reporting analysis
- Monitor data to identify changes in business trends

Qualifications for Reporting Analyst

- One to three years of experience as a reporting analyst
- Access or Business object-oriented programming and other data analysis programs
- Analytical skills that allow for the development of data-driven reports
- Demonstrated ability to manage time and prioritize projects to meet deadlines
- Ability to use Microsoft Excel to create pivot tables, graphs and charts
- Strong written and verbal communication skills to effectively relate data to coworkers
- Excellent critical thinking skills to help solve business problems and make decisions
- Tendency to pay close attention to small details that could impact results
- General knowledge of business operations, objectives, strategies, process and information flow

Job Type: Full-time

Pay: \$50,000.00 - \$65,000.00 per year