Position Title: Business Intelligence (BI) Programmer Analyst

Reports To: Director of Business Applications

Job Classification: Exempt / Full Time

Location: LISC Headquarters Office, New York, NY

THE ORGANIZATION:

What We Do

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

Strategies We Pursue

 Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities.

 Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities.

 Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places.

 Develop leadership and the capacity of partners to advance our work together

 Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being.

 Over the last 39 years, LISC and its affiliates have invested approximately $20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. Headquartered in New York City, LISC’s reach spans the country from East coast to West coast in 32 markets with offices extending from Buffalo to San Francisco. Visit us at www.liisc.org.
ABOUT THE DEPARTMENT:

The Information Technology (IT) Department manages and maintains all technology systems for ~400 staff dispersed across 35 offices, responsible for:

**Governance:** Strategic practices for the operational parameters of IT systems, project management and security;

**Functionality:** Creating and maintaining operational applications; developing, securing, and storing electronic data;

**Infrastructure:** Purchase and management of hardware components, network, circuitry and equipment; office moves; and

**Service:** Supporting use of hardware, software and data management for all functional areas of the organization.

ABOUT THE POSITION:

The Business Intelligence (BI) Programmer Analyst reports to the Director of Business Applications and will be an integral member of the Application Development team, located at the NYC headquarters.

LISC offers the opportunity to put your experience in programming, design and development of data warehouse (DW) models, ETL transformations, and Business Intelligence reporting to help transform LISC’s ability to manage and effectively report on data across the enterprise.

You will benefit from exposure to different parts of the company and have the chance to work on a variety of projects as a member of a small team within the Information Technology Department.

RESPONSIBILITIES:

The position will be responsible for providing enterprise-wide business intelligence and MDM expertise with emphasis on data design, access, usage, security and quality of information assets.

The BI Programmer Analyst will work collaboratively with Senior Programmer Analyst and business management to design and develop reporting systems and structures to support critical processes and systems, which currently involves NetSuite, Salesforce and Adaptive, as well as other applications across the enterprise. This position will develop detailed specifications (requirements) and BI artifacts that provide accessible information for decision-making.

With minimum supervision, the BI Programmer Analyst will also facilitate use of data to solve organizational problems through development of reports, stored procedures, and SQL objects supporting analysis and data visualization.

Your specific duties in this role will include:

- Define and implement database solutions to manage how data will be stored, consumed, integrated and managed across the enterprise by different business applications and users.
• Work with business and IT teams to manage data integration between applications and develop and maintain mappings/rules between business applications and business data and interfaces.
• Map configurations and complex data architectures, ensuring documentation meets current and forecasted needs.

• Design and develop complex data models, queries and reports.
• Provide information about the data definitions, schemas and lineage
• Collaborate on adhering to data security policies & best practices.
• Serve as the liaison between the department leaders and application developers.

• Collaborate and work with end users to ensure that data and reports meet their business needs
• Work with IT and other business units on the roll out of Domo, LISC’s BI tool for delivering consolidated reporting solutions.
• Organize and conduct Domo and other trainings as needed.

Other responsibilities and duties as may be assigned, including but not limited to:

• Work with business management and other stakeholders to gather, understand and document business processes and project requirements, and to translate them into business application and Domo-based solutions.
• Prepare professional technical documentation.
• Think analytically and utilize creative thinking skills, as well as problem solving and design skills.
• Keep abreast of technology trends and best practices in data management and governance in order to propose improvements and technology advancements

QUALIFICATIONS:
The successful candidate will have a proven record of accomplishment, and will be highly motivated, highly skilled, quality minded, and detail oriented. The candidate must have work-related experience as follows:

• Bachelor’s degree from an accredited college or university in Computer Science, Information Technology or related field.
• Minimum 5-7 years of experience in IT with data warehousing or business intelligence applications.
• Minimum 3 years of experience with Domo, Tableau or other data visualization tools.
• Extensive knowledge of Master Data Management (MDM) systems.
• Experience in Data Modeling, Data Architecture and Data Governance
• Expertise in SQL and SSRS (5+ years)

MINIMUM KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

• Possesses excellent knowledge & skills in data analysis, data modeling, data profile and data management of structured and unstructured data. Also has skills in database design, from conceptualization to database optimization.
• Proven ability to work collaboratively and communicate complex ideas to different audiences.
• Solid understanding of business processes
• Highly self-motivated and directed with attention to detail.
• Ability to think and act proactively in accordance with the department demands.
• Ability to trouble shoot problems and determine the best solutions.

• Ability to maintain a flexible work schedule in order to respond to the department’s needs or emergency situations as they arise.
• Excellent communication, presentation and customer service skills.
• Ability to think analytically and utilize creative thinking skills, as well as problem solving and design skills.

**Compensation**

LISC offers a competitive salary and excellent benefits.

**To apply, please send cover letter and resume via email to:**

Marsha Rosoff  
Director of Business Applications  
mrosoff@lisc.org

**LISC IS AN EQUAL OPPORTUNITY EMPLOYER**  
**COMMITTED TO DIVERSITY AND INCLUSION**