Job Title:	Manager Business Intelligence	Job Category:	Management
Department/Group:	MLM	Job Code/ Req#:	MBI
Location:	Karachi	Islamabad	Travel Required:	Yes
Primary Reporting	VP Audit & Compliance	Secondary	COO

Job Description

ROLE AND RESPONSIBILITIES

This role is responsible for building and maintaining Business intelligence initiates including but not limited to visualization in Microsoft Power BI. The role should work towards effecting change in organizations management structure for it to be data driven

Specifics
1. Building and management of MS Power BI tool for internal and external reporting.
2. Enforcement to transfer all reporting requirements to MS Power BI.
3. Financial modeling or analysis on new and existing inventory in service.
4. Audit, migration and processing of new data files to complete financial projections.
5. Conduct individualized sessions with management to review key performance indicators and highlight areas of improvement.
6. Compile monthly and quarterly company performance presentation by client showcasing improvements and initiatives.
7. Compile monthly and quarterly analysis showcasing asset servicing for each client.

Shift Timing
Subjected to management approval, 8 hours work requirement, 5 days a week.

Reviewed By:	Aniq Sarwar	Date:	September 1, 2020
Approved By:	Ali Akbar	Date:	September 1, 2020

Name: Zaryab Mansoor

CNIC: 42101-4078041-9

Date: 16-11-2020

Signature: