

# ANALYST II

## Company Overview

Roku Management Consulting (RMC) is a premier consulting and general contracting firm specializing in personnel, professional, and information technology services. Founded by a service-disabled veteran with a mission to create opportunities and provide exceptional customer service, RMC has rapidly grown, securing several federal contracts within three years.

## Job description

Under general supervision, performs a variety of assigned duties, including analysis, design and development, evaluation, specifications, procedures, troubleshooting, and documentation. Performs day-to-day maintenance of accounting data. May be called upon to deliver presentations and assist in task planning.

1. Perform industry research using publicly available data sources.
2. Requisition and purchase private data sources to provide research and analysis.
3. Use data mining tools to collect data for further research and analysis.
4. Work collaboratively with programmers to create tools to collect and analyze data.
5. Manipulate data using data analysis tools to discover insights.
6. Generate and deliver reports from data analysis.
7. Offer suggestions and direction from analysis to help guide organization decision-makers.
8. Collaborate with different teams and departments to provide expertise and insight."

## Required Qualifications:

- Minimum 4 years' experience and a Bachelor's degree.
- Master's degree in business administration (MBA), marketing, computer science, mathematics or other related field may be preferred.
- 1-5 years of experience in marketing or related fields.
- Working knowledge of data analysis and visualization tools, such as Microsoft PowerBI and Tableau.
- Functional experience with database and spreadsheet software, such as MySQL and Excel.
- Experience performing various forms of online research.
- Currently knowledge of or ability to quickly learn data mining tools and techniques.
- Significant attention to detail and an ability to quickly spot and fix problems.
- Experience working in a team setting and desire to take leadership roles within a team.

- Detail-oriented and strict attention and appreciation for deadlines.
- **PREFERRED:** The candidate shall have an active Secret security clearance at the time of hire and throughout the life of the contract.

**Benefits**

- Employer-provided paid Medical / Dental / Vision insurance.
- 401K plan.
- PTO
- 11 Federal Holidays