

Springs Creative is currently recruiting for a Business Analyst. Below are some of the job duties that will be expected from this position. The ideal candidate must have strong computer skills, an analytical mind, able to translate data and generate reports to the Account Managers, Controller and CEO. Excellent communication skills a must and will be required to work in a fast paced environment. Please fill free to share my contact information with anyone who may be interested in applying for this position.

1. Retrieve Scorecard, POS Sales, Sell Thru, and Replenishment Data from Customers Web

2. Edit Customer Scorecard, POS Sales, Sell Thru, and Replenishment Data to format

3. Create files for Customer Scorecard, POS Sales, Sell Thru, and Replenishment Data

4. Analyze Customer Scorecard, POS Sales, Sell Thru, and Replenishment Data

5. Create Customer Scorecard, POS Sales, Sell Thru, and Replenishment Data Charts and distribute

6. Prepare additional files and charts as needed for Sales and others

Job Duties

7. Retrieve Customer Scorecards @ **Category Program level from Web; format, save and print 50-75 files for JAS account**

8. Co-ordinate O/L, Craft and Closeout Price list items with Planning for inventory

9. Maintenance the Sales and Projections reports with Order Commitments and Planning's Event/Rollouts Estimates

10. Create files and charts for Sales & Projections reports