



## **POSITION: BUSINESS ANALYST**

**SUMMARY:** Due to business growth, we are looking to add a Business Analyst to our Team! The Business Analyst will provide detailed and accurate reporting to monitor and assist business strategy development, synthesize data for corporate projects and professionally articulate findings. This role will demonstrate flexibility and willingness to execute on-demand ad-hoc reporting, create and develop new reporting, recommend efficiencies under the guidance and direction of the Manager and Sr. Management Team.

### **COMPETENCIES:**

- + Communication proficiency.
- + Problem solving/analysis.
- + Technical capacity.
- + Collaboration skills.

### **HOW YOU ADD VALUE:**

- + Review and generate standard reporting to support all departments.
- + Ability to extract information from others to validate accuracy of requests.
- + Support activities of continual improvement in ERP system.
- + Participate in business meetings acting as a trainer and subject matter expert.
- + Maintain, test, and implement all user interface activities as required.
- + Complete technical training as required to strengthen financial and technical knowledge.
- + Attentive to quality standards and detail oriented.

### **KNOWLEDGE & SKILLS:**

- + Expert with Microsoft Excel.
- + Experience with Alteryx and Tableau a plus.
- + Experience writing excel macros in VBA.
- + Experience with SQL and relational databases preferred.
- + Understanding of general business strategy and operations, including business processes, cost components and drivers.

### **EXPERIENCE & EDUCATION:**

- + B.S. degree in Business related field or equivalent.
- + 1 to 5 years in manufacturing environment, preferred.

**WORK AUTHORIZATION:** *US Person*

### **PEKO PERKS:**

### **OUR ADVANTAGEOUS BENEFIT PLATFORM**

- + Competitive Compensation
- + Medical, Dental, Vision

- + Flexible Spending & Health Savings Accounts
- + Life, Short and Long-Term Disability
- + Recognition Awards

### **WE CARE ABOUT YOUR FUTURE**

- + 401k Plan and match incentives
- + Financial Wellness advisory services
- + Educational Seminars
- + Employee Development Plans / Mentorships

### **WE CARE ABOUT YOUR LIFE OUTSIDE OF PEKO**

- + Vacation, Bereavement & Civil responsibility compensation
- + Paid Holidays / Floating holiday
- + Wellness screenings and seminars
- + Employee Assistance Program
- + Employee Discount Programs

### **WE CARE ABOUT YOUR SAFETY AND THE ENVIRONMENT**

- + Lean, Sustainable and Environmentally friendly environment
- + Safety and Violence Preparedness Instruction
- + On-site physician / medical response team
- + Mutual Respect and Violence Prevention Training

### **PEKO IS A PREFERRED PLACE TO WORK**

- + PEKO's reputation as a stable diversified contract manufacturer for over 50 years
- + Environmentally and sustainably conscious
- + A mid-sized company so we know your name and recognize your achievements
- + Multi-generational and culturally diverse workforce
- + Community involvement and corporate sponsorships
- + Life-long learning and educational opportunities
- + A balance of a tenured workforce and new talent

**ABOUT OUR COMPANY:** PEKO Precision Products, Inc. participates in a full range of manufacturing aspects from innovative technology solutions to electro-mechanical product manufacture, including vertically integrated contract manufacturing. These activities take place in our expansive quarter million total square feet of modern climate-controlled manufacturing floor space, and supported through highly skilled engineers, trades people and a commitment to investing in the latest industrial equipment and technologic tools.

**CANDIDATES MAY APPLY BY:** Responding to this posting OR visiting [www.pekoprecision.com/careers](http://www.pekoprecision.com/careers)

*PEKO Precision Products, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfers, leaves of absence, compensation and training.*