



# Job Description

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<b>Job Title</b> Senior Operations and Data Analyst	<b>Job Location</b> Dar es Salaam	<b>Category</b> Analysis, Project & Program Management
<b>Job Type</b> Full Time	<b>Job level</b> Intermediate	<b>Industry</b> Renewable Energy
<b>Open to Expatriates</b> Only Open to Tanzanian Nationals		

## Minimum Requirements

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<b>Min Budget</b> -	<b>Max Budget</b> -	<b>Primary Industry</b> -
<b>Secondary Industry</b> -	<b>Primary Category</b> Analysis: 3 Years	<b>Secondary Category</b> Project & Program Management: 3 Years
<b>Certificate</b> -	<b>Qualification</b> -	

## Summary

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A Senior Operations and Data Analyst is responsible for coordinating inter-departmental initiatives related to business analytics, operational excellence and compliance.

There will be significant exposure and collaboration with all departments, including Sales, Customer Care, Hardware, Field Service, Inventory, Finance and Senior Management.

## Responsibilities

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- Work on and coordinate inter-departmental projects and/or initiatives related to business analytics; operational excellence and compliance;
- Develop and demonstrate an intricate understanding of the Commercial; Operational, and Administrative functions of the company and leverage it to advise about its growth
- Lead in the development of key departmental and corporate reports related to business operations
- Risk management analyst/officer

## **Education & Qualifications**

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### **Education and Skills**

- Bachelor's degree from reputable local or international university
- Fluent with at least one project management application (Asana, MS Teams, Slack, other)
- Fluent with Microsoft Office programs, especially MS Excel; MS Powerpoint and MS Word.
- Computer literate and able to type 40 words per minute;

### **Requirements**

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- Minimum of 2 years of experience; 3yrs and above preferred
- Consulting and/or Analytics and/or Project Management background (with exposure to Operations)
- Experience with the agriculture sector is an added advantage

### **Reporting To**

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Director of Operations

### **Driving Licence**

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Not Required

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