



East West
design • manufacturing • distribution

East West - JOB DESCRIPTION

Position: SQL Report Writer Data Analyst

FLSA: Standard/Exempt

EEO Category: Professionals

Salary Grade: DOE

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Are you SQL Report Wizard? Can you look data as a solution to solve business problems?

Can you combine both skills to ensure the data is telling the right story as our business expands rapidly?

Are you willing to take on a project without any prior knowledge, roll up your sleeves and say, "I'll figure it out!"

Are you as comfortable with your technical skills as you are working with people?

East West Manufacturing (EW) is a rapidly growing global contract manufacturing services company. EW manufactures custom products for a wide variety of industries at both corporate and contract manufacturing facilities throughout Asia. Headquartered in North Atlanta, EW has offices and facilities in US, China, Vietnam, Costa Rica and India that specialize in a wide range of manufacturing disciplines including plastic injection molding, electronic assembly and Fan/Motor assemblies. EW's primary services are design services, manufacturing, quality assurance, logistics and warehousing. With growth comes new IT Challenges as we expand. We are looking for a savvy IT person willing to learn, grow, and keep pace with our expanding business. You will thrive in a technology-based environment and look to aide EW in keeping updated with the latest in global reporting systems and Power BI. You will be self-driven and stay current on new technologies by participating in ongoing training opportunities.

The ideal candidate is proficient in SQL including: creating tables, views and stored procedures that would be used in the reporting process. Competent in other IT disciplines, including professional experience in SQL Reporting Services, ERP system knowledge, Microsoft Power BI development and an ability to manage both technical and business facets of complex reporting projects. Qualified applicants will be comfortable working directly with employees, translating their needs into business reporting, including KPI's, Power BI Reports and Dashboards. The perfect candidate will understand the power of data in a multi-location, multi-country business. Candidate needs to be self-motivated, resourceful, and comfortable working individually and in cross-functional teams.

Reports to: IT Director

Key Responsibilities:

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Solid knowledge of SQL including creating view, tables and stored procedures for reporting purposes.
2. Sound knowledge of SQL SSRS reporting design and structure.
3. Clearly understand the value of data and how to calculate Trailing 12 Month Averages, Margin, Gross Margin and inventory turns a plus.
4. Prepare Business Reports by collecting, analyzing and summarizing information and trends.
5. Ability to work with many different departments, accounting, engineering, sales, marketing, warehousing and executives for reporting needs.
6. Interpret, evaluate data to develop integrated business analyses and projections for incorporation into strategic decision-making.



7. Conduct insightful, ad hoc analyses to investigate ongoing or one-time operational issues.
8. Strong communication skills and attention to details.
9. Maintain user confidence and protect operations by keeping information confidential.
10. Knowledge of business processes and procedures.
11. Willing to learn new software programs.
12. Interact with end users to provide and process innovative reporting solutions.
13. Identify and escalate priority issues.
14. Redirect problems to appropriate resources.
15. Follow-Up where necessary
16. Stay current with system information, changes and updates.
17. Offer alternative solutions to end user when appropriate.

Knowledge, Skills, and Abilities:

Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

- Proficient in SQL/Relational database.
- Programming Experience in a computer language, VB.net, C#, Java or other language.
- ERP System experience SAP, Microsoft Dynamics GP, Infor or others.
- Reporting Experience in Excel, SQL SSRS.
- Ability to listen to end users' needs and provide innovative and proficient reporting solutions.
- Ability to build trust and rapport with our customers (employees).
- Skill in handling multiple tasks and prioritizing.
- Ability to work with frequent interruptions and changes in priorities.
- Ability to communicate effectively orally and in writing.

Minimum Qualifications:

- Education: Graduation from an accredited four-year College, University or Institute with major course work in Information Systems/Technology, or commensurate experience related to the position.
- Experience: 1-5 years' experience in related functional and technical experience with required technologies.
- SQL experience.
- Knowledge of MS Office, (advanced Excel skills)
- Knowledge of report writing, SQL Reporting Services.
- Experience with ERP systems.
- Must have excellent presentation/communications skills
- Certifications in SQL or Microsoft Office 365 a plus.
- Working knowledge of Microsoft Power BI – nice to have.

Reporting Examples Required:

- Please include examples of reports that you have created and explain how you used SQL, or other technologies to create the report examples with your Resume in order to be considered.

This description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.