



# Trainee Business Performance Analyst

**Position:** Trainee Business Performance Analyst

**Contract Term:** Permanent

**Weekly Hours:** 35 hours per week

**Hours of Work:** Monday- Friday, actual hours to be agreed. **Location:** Deakins Park, Blackburn Road, Egerton, Bolton, BL7 9RW

**Salary:** up to £21,000 Depending on experience

**Benefits:** Support with relevant industry Qualifications, Hybrid working, Sociable Hours, Free Parking and much more!

## About us:

We are an award winning insurance business authorised and regulated by the Financial Conduct Authority. We are currently seeking a Trainee Business Performance Analyst to join us on a full-time and permanent basis in our busy office just on the outskirts of Bolton (hybrid working will be considered). If you have a logical mind are diligent and are seeking a new challenge with a forward-thinking company that will fully support your career progression and reward your achievements, this could be exactly what you are looking for!

## Skills and Experience:

- Numerate and analytical
- Good problem-solving skills
- Meticulous attention to detail
- Good communication skills both written and verbal
- Understanding of Microsoft Office products (Preferable but not essential)
- Use of databases and data interrogation software (preferable but not essential)
- Above all a willingness to learn and develop/achieve qualifications (support provided)

## Key Responsibilities:

- Assist with data quality checking and cleansing
- Analyse user requirements and produce appropriate outputs/reports
- Collate and migrate data to and from internal and external systems
- Assist in the development of analytical tools and services
- Help build, maintain and adapt databases with SQL tables

## Salary Information:

- Up to £21,000 depending on experience.
- 21 days holiday rising to 28 days with length of service + Bank Holidays
- Birthday day off and up to ½ day off for Christmas shopping
- Contributory Pension Scheme
- Sports and Social activities
- Discounted Products and Services
- Annual Appraisal and Salary Review
- Support with industry-relevant qualifications
- Free on-site parking
- Casual Dress Code
- Potential hybrid working available once trained

Send your CV to:

[hr@brokerdirect.co.uk](mailto:hr@brokerdirect.co.uk)

