

## Junior Data Analyst

### Description

FE fundinfo is a global leader in investment fund data and technology. We are proud of our vast, diverse, and highly skilled team, who help to make our industry Better Connected and Better Informed. We are currently recruiting for a **Junior Data Analyst** to join our team in Poland (this is a remote position available from any location in Poland only).

Operations is the largest function within FE fundinfo. With customer support and data teams housed here, we aim to deliver first class customer service and ensure a consistent level of data quality and integrity is provided to our customers. Our operations function, backed by our Customer Support team, guarantees that our customers receive the finest experience possible from our products and services.

### Requirements

Your key responsibilities as a **Junior Data Analyst** will be to:

- Play a crucial part in sourcing and analysing fund data to help power our products and client deliveries
- To act as the primary point of contact for our European clients, addressing their queries and ensuring accurate delivery through daily email communication.
- Process, analyse and verify the accuracy of data using Excel and internal systems.
- Stay in regular contact with colleagues across Europe, exchanging knowledge and collaborating to deliver the best possible service to our clients.

To join us as a **Junior Data Analyst** you will need the following experience and skills:

- You will be fluent in both written and spoken English.
- You will be proficient in MS Office, particularly Excel (knowledge of basic formulas)
- You will be able to work to deadlines and targets, whilst delivering a high quality of work
- You will have strong listening, communication and analytical skills
- You will have university degree
- You will possess a positive attitude, and be keen to learn new skills
- Training and mentoring are provided.

Further requirements (not essential):

- Knowledge of Python and SQL is seen as a plus
- Basic understanding of the investment industry and financial services is beneficial

### Benefits

### Hiring organization

Candidate-1st

### Employment Type

Full-time

### Beginning of employment

asap

### Job Location

Poland – Remote

### Working Hours

40

### Base Salary

euro USD 64K - 106K \*

### Date posted

May 19, 2024

**By joining the team as a Junior Data Analyst you will be offered the following:**

- An opportunity to join a forward thinking organisation that is revolutionising the finance industry
- Competitive [salary](#)
- Flexible/versatile work options to support your unique work-life balance'
- Wellbeing card (contributions towards physical and mental health)
- 20 days holiday and holiday purchase options
- Company socials and events
- Lunch card
- Life insurance
- Private medical care

In addition, you will have the opportunity to work for a company that values Trust, Connectivity and Innovation. In line with our core values, you can also expect the following:

- Full LinkedIn Learning access
- A sustainable business that cares for the environment and our communities
- Opportunities to give back to local communities through volunteer days
- Becoming a part of Charity Challenges for raising money for charities selected by employees
- Options to join and lead diversity and inclusion initiatives
- Invitations to office social events and sport activities
- Full access to Cashcalc (financial planning software) and FE Analytics (a funds research and insights platform).

Apply today for immediate consideration and we will endeavour to get back to you within 5 working days. Visit our [Glassdoor](#) profile or [fefundinfo.com](#) to find out more about life @ FE fundinfo!

### **How the process will look like**

Your teammates will gather all requirements within our organization. Then, once priority has been discussed, you will decide as a team on the best solutions and architecture to meet these needs. In continuous increments and continuous communication between the team and stakeholders, you're part of making data play an even more important (and understood) part withing Brand New Day.

### **Job Benefits**

USD 64K – 106K \*