



Job Title: Data Warehouse and Business Intelligence Developer Intern

Department: Business Analytics

Reports to: Analytics Technical Manager

Position Summary: The Data Warehouse and Business Intelligence Associate Developer is responsible for working with the Business Analytics team to define, develop and support New Mexico Mutual analytic systems. The ultimate goal of the DW and BI Associate Developer is to provide end users timely, accurate and easier access to data for reporting and analysis, under the supervision of the Analytics Technical Manager.

Essential Functions:

- Enhance existing and create new ETL processes.
- Enhance existing and create new BI applications.
- Collaborate with the Analytics Technical Manager to design and implement data extraction programs that integrate seamlessly into BI solutions to meet the needs of the end users.
- Analyze data to ensure information is accurate and reconcilable to its source of origin. Perform quality assurance testing as appropriate prior to releasing data/information/reports into production / end users.
- Explore and understand capabilities of BI tools (IBM Cognos) to expand BI knowledge. Demonstrate knowledge acquired by incorporating best practices in projects. Share knowledge acquired with BA team members and end users when appropriate.
- Collaborate with the Analytics Technical Manager to support all aspects of the DW/BI (Cognos/Business Objects) infrastructure including Business Objects Data Services, IBM Cognos Data Manager, IBM Cognos Studios.
- Develop, maintain and deliver technical documentation related to ETL development, scheduled processes, etc.

Job Qualifications:

Education:

BS/BA in Information Management / Information Systems / Computer Science or related business experience

Experience: No experience in DW, ETL, Business Intelligence development is required, full training and on-boarding will be provided.



Required Skills/Abilities:

- Attention to detail and accuracy
- Proven ability to think critically, identify issues and outline solutions
- Ability to partner with internal and external stakeholders
- Ability to build and maintain relationships across the business and corporate department
- Excellent communication skills

Specialized Knowledge, Licenses, etc.:

Demonstrated proficiency in:

- MS Office (Word, Advanced Excel, PowerPoint, Outlook)
- SQL, PL/SQL, Oracle preferred.
- ETL (SAP BO Data Services), Business Intelligence or similar Tools
- Experience with data warehouse models, Ralph Kimball methodology preferred.
- Guidewire knowledge preferred.

Values and Mission:

Adheres to New Mexico Mutual's values and mission by demonstrating Service Excellence, Trust, Ownership, One Team and Boldness in thought and action.

Positive Attitude:

Develops and maintains positive working relationships with team members, customers, co-workers and management by demonstrating effective communication and collaborative skills.

Working Conditions:

- **NEW MEXICO MUTUAL** maintains general office conditions with light physical demands.
- Employees of **NEW MEXICO MUTUAL** adhere to all safety rules and regulations including building security.
- Employees participate in ensuring safe and efficient operating conditions that safeguard employees and facilities.
- **NEW MEXICO MUTUAL** maintains a drug free environment, drug testing prior to employment as well as upon a work-related accident.
- Exposure to VDT screens.