



Position: SAS/SQL Programmer
Discipline: Database Management, Programming
Position Type: Exempt (Salary)
Reports to: VP, Business Analytics

Position summary:

This position develops and delivers essential business operations reports for the Operations business unit. Responsibilities include SAS/SQL database maintenance, development and delivery of daily operations reports using commercial reporting software. This position coordinates development sessions to thoroughly understand the reporting requirements and changes needed to support business requirements. This position will have responsibility for maintaining data, developing and maintaining ad-hoc and operations reports. The incumbent will develop, test, and maintain databases for Operational business units.

Responsibilities:

- Update / distribute daily operations report.
- Development of reporting tools to support business requirements.
- Communicate / present data to all levels of management.
- Create and maintain runbook documentation and analyzing logs.
- Track tasks and projects from inception through testing and deployment.
- Design and implement database structure changes.
- Update tables and stored procedures as new fields are added.
- Create data views to facilitate customer reporting needs.
- Monitor regularly scheduled jobs to ensure the database is being properly maintained.
- Ensure that datasets are appropriate for business needs.
- Evaluate performance against corporate plans.
- Validate that reports measure desired business metrics.
- General administration and maintenance of the server and the management of the existing databases.
- Analyze and identify current inefficiencies with the current databases with a view to providing a solution.
- Developing effective processes and controls which prevent customer detriment during the collections cycle.

Desired Education & Experience:

- Bachelor's Degree.
- 2-3 years data analysis, reporting, and/or documentation experience.
- 2-3 years' experience SQL or SAS database experience.
- Consumer lending experience 1+ years.
- Microsoft Office proficiency (1+ years).
- Enterprise reporting software experience.
- Banking / lending experience.
- Operations reporting experience.
- SAS E-Guide experience.

***Key attributes:** SQL & SAS, Database Knowledge; Presentation; Communication; Organized; Attention to Detail; Problem Solving; Follow through; Tight Deadlines; Willingness; Collaboration



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