Sales Operations Business Analyst Job Description

Career Description:

Overall Responsibilty

The Business Analyst will work with the Vice President of Sales Operations and Sales Management Team to support sales planning & analysis. In this newly created role, the team will look to the Business Analyst to help establish/streamline policies and procedures throughout the department, support best practices in sales forecasting, reporting, and communications. As the Business Analyst, your responsibilities would include data analysis, reporting, market research, competitive analysis, planning, and sales process optimization. Ideal candidates will have Business Analysis experience, excellent communication skills, and the ability to work in a dynamic, fast-paced and fun environment.

Core Job Duties

Responsibilities

- Track and analyze key metrics pipeline growth, quota attainment.
- Collect, consolidate and generate weekly sales forecasts (month and quarter focus) and roll up each week's numbers to Sales Management.
- Compile key pieces of information related to performance against sales objectives to be reviewed by Management and report approved plans to Finance for processing.
- Proactively analyzes win-loss data and reports on key findings to sales leadership.
- Develop presentations that analyze sales and marketing activities and achievements from SalesForce.com or similar SFA applications.
- Reporting and analysis for the Sales and Marketing departments, including: executive reporting of sales and marketing results, key metrics and KPIs, campaign tracking and analysis, and ad hoc strategic analysis.
- Implements and manages reports and dashboards in Salesforce.com ensuring sales reps and leaders have access to key data required to successfully manage the business.
- Monitors the accuracy and efficient distribution of sales reports and external intelligence essential to the sales organization. Recommends revisions to existing reports, or assists in the development of new reporting tools as needed.

Qualifications

Requirements

- 3-plus years in a Business Analyst or similar role; management.
- Bachelor's degree in Accounting, Finance, Business, Marketing or related degree.
- Strong quantitative and qualitative analytical abilities.
- Excellent oral and written communication skills.

- Ability to perform SalesForce.com administrative functions is a plus.
- Excellent systems skills including Excel & PowerPoint are required.

To apply, please send your resume, along with a brief summary of your skills, experience and professional interest to jobs@americanwell.com and reference job title in subject line.

About American Well

American Well is the most trusted telehealth services provider, having delivered healthcare into people's homes and workplaces for close to a decade. The company serves the nation's top health systems and health plans, more than 600 major employers and more than 25 million covered Americans. American Well's consumer service, Amwell, connects people with board-certified doctors, dieticians, and psychotherapists for video visits via smartphone, tablet, kiosk, phone, or desktop. For more information, please visit www.americanwell.com.