



# POWERBI REPORTING ANALYST

Application Pack



# PREPARING YOUR JOB APPLICATION

## To prepare your application please complete the following

1. Review the 'Essential Information about Compassion'.
2. Review the position description.
3. Develop a 1 - 2 page cover letter. Your cover letter should address the relevance of your background and experience to this specific role. Please note, addressing the selection criteria is not required.
4. Develop a concise resume outlining your qualifications and employment history (max 5 pages).
5. Click 'Apply Now' on the job advertisement, uploading your resume, cover letter and answer the application questions to the minimum word requirement.

## Contact Us

Should you require further information after reviewing this document, please contact our People and Culture team at [peopleandculture@compassion.com.au](mailto:peopleandculture@compassion.com.au).

# ESSENTIAL INFORMATION ABOUT COMPASSION

## Mission

Compassion exists to release children from poverty in Jesus' name.

## What Makes Us Unique?



### Christ-centred

We are dedicated to caring for the poor in response to God's call and giving hope to the hopeless by spreading the Gospel of Jesus Christ in an age-appropriate, culturally relevant and noncoercive way.



### Child-focused

Children are the hardest hit by poverty, the least able to change their circumstances, and at the heart of Jesus' ministry. We address the holistic needs of the individual child so that they can become responsible and fulfilled Christian adults and change agents in their communities.



### Church-based

We partner with local churches to implement our holistic child development model because they are uniquely placed to understand the real needs of their community and foster an environment of stability.

## Statement of Faith

1. **WE BELIEVE** the Bible is the inspired, the only infallible, authoritative Word of God.
2. **WE BELIEVE** there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. **WE BELIEVE** in the deity of our Lord Jesus Christ, in His Virgin birth, in His sinless life, in His miracles, in His shed blood for the remission of sins, in resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
4. **WE BELIEVE** salvation is found only through Jesus Christ and requires individuals to acknowledge their sin, accept His forgiveness and repent.
5. **WE BELIEVE** that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
6. **WE BELIEVE** in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
7. **WE BELIEVE** in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto eternal separation from God.
8. **WE BELIEVE** in the spiritual unity of believers in the Lord Jesus Christ.
9. **WE BELIEVE** Jesus established the Church to carry out ministry on earth.



# POSITION DESCRIPTION

## Primary Purpose

In response to God's calling and in the power of the Holy Spirit, the PowerBI Reporting Analyst works to gather, analyse and communicate information that supports effective decision making by managers and employees, as well as developing the reporting platforms required to provide the ministry with meaningful, insightful, engaging and transparent information.

## Key Accountabilities

- Assist in the development of the ministry intelligence platform through increased functionality of new dimensions, measures and the visualisation of data to support automated reporting
- Development of automated standard dashboards and reports, including high level summaries on results across all ministry programs, campaigns and appeals using PowerBI platform
- Evaluate effectiveness of existing data and reporting systems, and develop new reporting systems to improve workflow, quality and/or timeliness where appropriate
- Contribute to the Data & Analytics team culture, ensuring fit for purpose reporting solutions are scoped, recommended and developed in line with stakeholder expectations.
- Directing analysis and discussions to elicit targeted business requirements that are fit for purpose
- Work independently, with multiple cross-functional project teams and business units to prepare comprehensive business requirements documents that meet the needs of stakeholders
- Provide operational, technical data and reporting advice to support stakeholders and sections across the ministry as required
- Other relevant duties as required

## Selection Criteria

### (Job Specific Skills, Knowledge & Qualifications, Experience)

- Able to discuss problems, analyse and formulate solutions with a range of technical and non-technical stakeholders
- Advanced competency with PowerBI including Desktop, writing DAX, PowerBI service, Workspaces and Apps.
- Knowledge of CRM products with preference for Salesforce
- Python, Talend data integration tools, and SQL experience desirable.
- Ability to Work autonomously and also participate effectively in a team environment.
- Advanced competency with Microsoft Excel
- Advanced understanding of data visualisation techniques and methodology to highlight data.
- Understanding of dashboards and performance reporting methodologies
- Understanding of relational and multi-dimensional databases
- Demonstrated experience applying knowledge gained through analysis to solving business and process problems

## People Management Capabilities – Team Member/Specialist

Please see [link](#) to the capability requirements for this role.









**SEARCH FOR  
COMPASSIONAU**

**COMPASSION AUSTRALIA**

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