

JOB DESCRIPTION

Position Title: Product Analyst **Industry:** Financial Services
Reports To: Manager – Product **Salary Range:** Full-Time /Competitive
Analytics

Company Overview:

LifeTrends® is a dynamic organization which specializes in providing competitive intelligence services to Life Insurance companies, Insurance Marketing Organizations and Brokerage General Agencies. We are a small company that is looking for an exceptional individual who is excited about the growth opportunities that exist within our organization.

Position Summary:

The Product Analyst will support LifeTrends by auditing data on a client-facing, financial services-based website for accuracy as well as supporting data maintenance. This role will also support LifeTrends by aiding in custom-work projects specific to the needs of clients. As growth and experience in the position increases, innovation is welcome and discovering useful information, informing conclusions and support-decision-making by transforming and building models will be encouraged to help provide alternative and modern ways to innovate and improve the manner which Product data is analyzed and reported.

Primary Tasks and Responsibilities:

- Perform data integrity checks and maintain data on a current basis.
- Cleanse, transform and model product data to service client needs as well as assist with internal operating reporting.
- Provide accurate, valid and complete information by using the right methods/tools in a timely manner.
- Actively engage with product training as they relate to each carrier. Gain an understanding how products work outside of the data.
- Take an interest in why data is important and understand how our clients apply it to the business.
- Run illustrations and gather data; evaluate data; add information to database; upload data to website.
- Work with website/software developers to make enhancements to LifeTrends website.
- Research product features; add information to database; upload data to website.
- Research product changes; analyze reprices or newly launched products; provide overviews of pricing changes.
- Provide ideas for and work diligently on analytical projects supporting correlations in product, brokerage statistics and sales date, which will enhance personal growth and provide improvement to service the company provides.
- Maintain a positive attitude, even when faced with misplaced criticism or frustration
- Provide appropriate company information and correct information to incoming custom and product knowledge requests
- Manage communication to ensure excellent customer service and satisfaction.



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JOB REQUIREMENTS

EDUCATION: A candidate who has attained a bachelor's degree in mathematics or other mathematical related fields (computer science, economics, etc.) is preferred.

EXPERIENCE: Entry-Level to One Year

KNOWLEDGE, SKILLS & ABILITIES: Strong analytical and technical skills; Mathematically proficient; Knowledge of database systems and familiar with programming languages (Python, SQL/VBA) a plus; Proficient in Microsoft Excel & Access OR other database software; Ability to learn and apply knowledge quickly; Ability to manage time and meet stringent deadlines; Ability to propose ideas to improve process and increase efficiency; Strong and effective communication skills – ability to articulate thoughts and ideas to the LifeTrends team and communicate orally and in writing with clients; Strong sense of self and desire to integrate into a team-oriented environment.

TYPE OF POSITION: Full time – Exempt.

LIMITATIONS AND DISCLAIMER

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.

If you are interested in being considered for the position, please submit your resume online - <https://lifetrends.com/about/careers/>.

