



CR/096551 | Systems & Data Analyst

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1575384

Industry

IT Consulting

Job Type

Contract

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

February 3rd, 2026 10:42

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

A forward-looking organization committed to enhancing capabilities through technology, data, and continuous improvement initiatives. The company collaborates across teams to strengthen operations and support strategic objectives.

JOB RESPONSIBILITIES

- Develop, enhance, and maintain dashboards and KPI reports for stakeholders.
- Assess existing data and reporting processes, deliver reliable dashboards, and ensure data is accurate and audit-ready.
- Verify the integrity of data sources, calculations, and reporting outputs to ensure reliability and audit readiness.
- Work with business and technical teams to identify and resolve data inconsistencies or quality issues.
- Streamline recurring reporting tasks through automation within the contract duration.

- Provide Level 1 and Level 2 support for current business systems and related applications.
- Oversee user roles, access rights, and permissions in alignment with compliance and security standards.
- Assist in updating documentation, SOPs, and user guidance as part of system governance.
- Support both internal and external audit activities.

JOB REQUIREMENTS

- Bachelor's in IT/Computer Science/Engineering with atleast 2 years relevant experience.
- Proven experience producing KPI dashboards and analytics for projects or contract engagements.
- Strong practical skills in Excel, Power BI, or comparable business intelligence tools.
- Familiarity with access management principles, system security, and governance practices.

Interested candidates who wish to apply for the above positions, please click "Apply now".

We regret that only shortlisted candidates will be notified.

Working Location: Singapore

Bhadoria Shilpalekha Vikas (R1876178)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

#countrysingapore

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Company Description