Position: Data Integration & Reporting Specialist (ETL / BI)

Job Overview

Job Title: Data Integration & Reporting Specialist (ETL / BI)
Experience: 3 -8 Years.
Job Type: Remote
Salary: Best in the Industry

Role Overview

We are seeking a Data Integration & Reporting Specialist to design, build, and maintain an end-to-end reporting and forecasting solution. The role involves integrating data from multiple sources (Dynamics, Google Sheets, and SharePoint static files), applying transformations, standardising naming conventions, and producing actionable outputs such as dashboards, PDF reports, KPI trackers, and — most importantly — a consolidated forecast sheet for sales and inventory planning.

Key Responsibilities:

Data Integration & Processing

- Connect and ingest datasets from **Dynamics**, **Google Sheets** (refresh every 4 hours), and **SharePoint static files**.

- Implement ETL processes to merge and transform data into a unified structure.

- Resolve inconsistencies in client naming conventions using **master data management** or lookup logic.
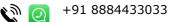
Reporting & Forecasting

- Design and deliver:

  o Sales reports for contracted suppliers

  o Internal sales and inventory reports

  o KPI reports for individual staff members

- A consolidated **forecast sheet** (priority deliverable) showing:

    - Current booked values

    - Budgets

    - Manually entered sales team forecasts

    - Combined budget + booked + forecast totals feeding downstream reports

Data Modelling & Business Logic

- Develop a reliable data model for reporting and analytics.

- Apply business rules to ensure accuracy and consistency.

- Create data validation and input mechanisms for manual forecasting.

Visualisation & Distribution

- Build interactive dashboards for management decision-making.

- Automate PDF report generation for periodic distribution.

- Ensure outputs are easy to use, accurate, and refreshable.

Key Skills & Experience:

- Proven experience in **ETL development** and **data integration** from multiple source systems.

- Strong skills in **Power BI**, **Excel (Advanced formulas, Power Query, Power Pivot)**, or similar BI tools.

- Familiarity with **Dynamics 365 data structures** and APIs.

- Experience with Google Sheets API and SharePoint file integration.

- Strong understanding of **data modelling** and **relational data concepts**.

- Experience in **data cleansing** and **master data management**.

- Ability to translate business requirements into technical solutions.

- Strong attention to detail with a focus on data accuracy.

Preferred Skills

- Knowledge of **SQL** for data extraction and transformation.

- Familiarity with **automation scripts** (e.g., Python, Power Automate).

- Experience in **forecasting models** for sales/inventory planning.

- Ability to work in **agile or iterative project environments**.

What We Offer

- Opportunity to design a reporting system from the ground up.

- Flexible working arrangements.