

Data Analyst

Pittsburgh Regional Transit is seeking a Data Analyst to provide accurate, complete, timely and insightful reports and data analysis from a wide variety of internal and external sources for Port Authority of Allegheny County d/b/a Pittsburgh Regional Transit (PRT). Recommends opportunities to improve data quality, system productivity and performance. Develop and present oral, written, and visual presentations that convey complex data in an accessible and understandable manner to a variety of audiences and quality test all output prior to distribution.

Essential Functions:

- Develop and deploy reporting and analysis integrating large data sets from various sources that are accurate, complete, and properly summarized.
- Monitor data integrity and accuracy, research causes of inconsistencies and anomalies, and lead collaboration with peers and functional teams to resolve.
- Contribute to the design, implementation, and maintenance of a data warehousing system to facilitate management and dissemination of various ridership, productivity, and other performance indicators on a monthly, quarterly and annual basis.
- Contribute to data standardization functions including data definition, quality, and lifecycle.

Job requirements include:

- BA/BS Degree in in Business Administration, Public Administration or Policy or related field from an accredited school and three (3) years of experience in data analysis or related field. Related experience may be substituted for the education on a year-for-year basis or Master's degree in Business Administration, Public Administration or Policy, or related field from an accredited school and one (1) year of experience of data analysis or related field.
- Ability to translate high-level business requirements into specific database and analytic tasks.
- Ability to summarize large amounts of complex data from multiple resources into management reports.
- Ability to work independently.
- Ability to problem solve to determine root causes of anomalies.
- Ability to work on multiple projects and activities in parallel.
- Working knowledge of reporting and visualization software tools such as PowerBI, Tableau, etc.
- Demonstrated ability in the use of Windows and Microsoft Word, Excel, and PowerPoint.
- Excellent interpersonal and verbal communication skills and team-first mentality.

Preferred attributes:

- Knowledge of PRT transit system and Allegheny County.



We offer a comprehensive compensation and benefits package. Interested candidates should forward a cover letter (*with salary requirements*) and resume to:

Taylor McBride
Employment Department
345 Sixth Avenue, 3rd Floor
Pittsburgh, PA 15222-2527
TMcBride@RidePRT.org
EOE