

Job Advert: Assistant Retail Analyst

We have a new exciting opportunity to join the Commercial Retail team at Mountain Warehouse as an Assistant Retail Analyst. As we continue to build our data focus you will be a key part of the team supporting commercial decisions with data management and in depth analysis.

Key Responsibilities

- 1. Space Planning**
 - Support the Space Planning Manager in analysing return on space, planning new store layouts and feeding into the Buying and Merchandising option plans

- 2. Data Maintenance**
 - Maintaining the global store fixture database
 - Using the store fixture database to support POS and fixture allocation
 - Maintaining store information database
 - Maintaining promotional data

- 3. Performance Reporting**
 - Support the Senior Promotions Coordinator with reporting on promotional performance and setting up of promotions on the system
 - Reporting on and analysing new roll outs, new launches, and new initiatives
 - Coordinating data required to set up trials
 - Reporting and analysing trial performances and making next step recommendations

- 4. Effective Communication**
 - Developing effective communication across all levels of the Business, presenting analysis and solutions
 - Close communication outside of the team with Retail, Trading and Merchandising
 - Driving consistency in reporting behaviours

- 5. Manages Self and Others**
 - Identifies process opportunities for improving efficiencies and supports system developments and improvements
 - Coaches and supports the wider team with new process and delivering best practice

Technical Competencies

- Numeracy
- Organisation
- Systems
- Communication and presentation/influencing skills
- Commerciality

Knowledge, Skills and Experience

- Strong Excel skills
- Entry level understanding of Power BI and SQL
- Previous knowledge of Buying & Merchandising systems and processes preferable