

## 70 Years of Building Value Into Building Products

ODL builds products that build value into your home. Designs for every taste, architectural style, and home décor. Products that bring the outdoors--natural light, fresh air--indoors. Ideas that change the game. Styles from classic to craftsman, old world to contemporary. Solutions for privacy or connection, small spaces, entryways or back porches. Decorative doorglass, transoms, sidelights, retractable screen doors, blinds between glass, severe weather doorglass, and much more.

### For our Gallatin, Tennessee facility we are looking for a Data Analyst

**This position analyzes past sales data and market trends to help the sales and marketing department make better business decisions that will positively impact ODL, Inc. and its subsidiaries. The primary function of this position is to provide data and pricing analyses, structures, and procedures for ODL and Western Reflection (WR) corporately. The Analyst extracts and aggregates data sets from various sources and identify statistically significant patterns, correlations and compiles questions raised by such analysis. This individual will create both custom and standardized reports, conduct analyses, and provide recommendations and interpret results using a variety of tools including dashboards, scorecards and reports. Provide Analytical support to marketing and sales personnel.**

#### ***ESSENTIAL DUTIES AND RESPONSIBILITIES:***

1. Analyze and coordinate information regarding sales, expenses and budgets for all ODL and WR sales channels and product lines as needed.
  - Produce, publish and drive information gathering and consolidation for annual and quarterly sales, expense and capital budgets, and scoreboards by division, sales channel and product line.
  - Produce and publish quarterly analysis of Track line data.
  - Plan and execute ad-hoc data analytics assignments and make appropriate recommendations.
  - Build predictive models on conversion, forecasting, product tractions product supportability, etc.
  - Analyze data sources and methodologies regularly to ensure data integrity from all relevant data sources.
  - Assist management with data/analysis needed for presentations.
  - Communicate to all team members in a concise and effective manner. Consolidate and distribute information in a streamlined way and assist with daily questions.
  - Work closely with colleagues to develop or build data visualizations that deliver business insights.
2. Manage pricing for ODL Canada, ODL retail and serve as back up for pricing at ODL USA and Western Reflections.
  - Coordinate and administer WR and ODL pricing programs and structures within the ODL Oracle database. Manage process to assure efficient data entry into Oracle.
  - Provide analysis to divisions on pricing structures and procedures.
  - Coordinate pricing revisions/updates with product managers and customer service team members.
  - Analyze cost vs. revenue for pricing submitted by sales staff and provide guidance on appropriate geographic pricing variations with the objective to maximize ODL revenue and profitability.
  - Coordinate development and maintenance of customer/market specific price lists. Define format and resources needed for this service.
  - Prepare customer specific price files to upload into ODL BidMaster/SPI Online. Train sales and customer personnel as needed.
  - Create and maintain customer price lists and templates for sales staff.
  - Oversee quality and scope of pricing information available to sales force through ODL Online extranet.
  - Respond to customer requests as needed.
  - Perform miscellaneous pricing projects and duties as assigned.
3. Participate in ODL/WR corporate sales and marketing staff meetings.

## **CANDIDATE REQUIREMENTS:**

- Bachelor's degree in Business, Marketing and/or Accounting or at least one year of experience directly related to the duties and responsibilities specified or equivalent experience.
- Ability to compile and analyze statistical data and generate reports.
- Strong written and verbal communication skills.
- Excellent math aptitude and ability to create meaningful analysis from quantitative data.
- Excellent time management, planning and follow-through skills. Ability to work autonomously, a self-starter.
- Advanced understanding of databases and spreadsheets for data management and reporting; ERP/Oracle experienced preferred.
- Excellent interpersonal skills and capacity to develop productive working relationships with co-workers and customers.
- Advanced skills and experience with personal computers and business software including, database software, MS PowerPoint, Word and Excel.
- Ability to think logically, critically and constructively about complex problems, clearly communicate findings of analysis and propose solutions that address needs.

Candidates for positions with ODL must be legally authorized to work in the United States. Verification of employment eligibility will be required at the time of hire.

ODL is an equal opportunity employer committed to a culturally diverse workforce. All qualified applicants will receive consideration for employment without regard to race, religion, color, age, sex, national origin, sexual orientation, gender identity, disability status or protected veteran status.

ODL offers a solid track record of growth and expansion in a highly competitive industry as well as a complete benefits package including health/prescription options, dental insurance, vision insurance, short term disability, LTD option, basic life insurance, additional life insurance amounts available including spouse and dependent child coverage through payroll deduction, flexible spending accounts and 401(k) with a company match.

**Please apply via email to:** [human.resources@odl.com](mailto:human.resources@odl.com)

**For a complete listing of ODL Open Positions please visit** <http://www.odl.com/careers.htm>