

# Analyst, Business Intelligence - IT

June 08, 2022

Borden Ladner Gervais LLP (BLG), a leading, innovative and client-focused law firm in Canada, is seeking a **Analyst, Business Intelligence - IT**.

## Purpose of the Role

The **Analyst, Business Intelligence - IT** will be expected to design and implement Business Intelligence solutions to support the Firm's decision makers and users of firm data utilizing the Microsoft BI Stack, including SQL Server Integration Services (SSIS), SQL Server Analysis Services (SSAS), SQL Server Reporting Services (SSRS), Excel Services and PowerPivot.

## Key Responsibilities

The key responsibilities of this role are:

- Work with business users and other stakeholders to understand business processes, gather and document project requirements and translate them into functional and non-functional specifications for BI solutions
- To deliver Data Warehouse and Business Intelligence solutions utilizing the Microsoft BI Stack
- Develop ETL solutions using SQL Server Integration services (SSIS)
- Develop reports through SQL Server Reporting Services (SSRS) from a variety of data sources including SQL Server Analysis Services Cubes, relational and dimensional databases and SharePoint lists
- Utilize SQL Server Analysis Services (SSAS) to design multi-dimensional models, including the construction of Data View, Dimensions, Measures, Cubes and KPIs while adhering to enforced development methodologies
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Convert existing reporting tools to a standardized reporting infrastructure using SQL Server and SharePoint
- Lead the process of configuration and upgrades of BI software
- Determine testing needed to assure the functionality and integrity of reporting solutions, create test plans, and evaluate testing results taking corrective action as necessary

- Identify data quality issues and support the data governance initiative by participating in necessary activities including data profiling
- Write ad hoc T-SQL queries as per end user requirements accessing the application data or data warehouse
- Ensure confidential data is held securely and distributed to appropriate users
- Prepare technical and operational/procedural documentation and specifications

## Key Competencies

- College diploma or university degree in the field of computer science, information systems, or computer engineering
- Minimum of 5 years direct work experience
- Excellent written and oral communication skills
- Strong presentation and interpersonal skills
- Exceptional analytical, conceptual, and problem-solving abilities
- Full project management and software development life cycle experience
- Strong understanding of relational database structures, theories, principles, and practices
- Minimum 5 Years of experience in design and developing Data warehouse / Data Lake /Data Mart solutions
- Solid understanding of transactional and information systems, data warehouses, data marts, MDM methodologies and life cycles
- Expert working knowledge of the entire MS BI Stack, including design, implementation and maintenance of:
  - Relational and Dimensional databases;
  - ETL solutions utilizing SSIS;
  - **OLAP solutions utilizing SSAS - Dimensions, Measures, KPIs, Cubes and calculations;**
  - Reporting solutions from variety of data sources utilizing SSRS and BIDS or Report Builder;
  - PerformancePoint Dashboard solutions
- Superior T-SQL and MDX skills
- A solid understanding of financial data and report balancing processes
- Advanced experience with working with end users to gather specifications and translate those into technical requirements
- Legal Time and Billing systems are an asset
- Experience in a legal professional services environment is an asset
- Excellent multi-tasking skills
- Strong attention to detail and thoroughness
- Ability to work independently, follow instructions with minimal supervision and take initiative
- Able to set own priorities while maintaining flexibility
- Ability to accept duties and assignments willingly and open to new tasks
- A positive team player with excellent interpersonal skills
- Ability to communicate in a professional manner
- Strong organizational and time management skills
- Availability to work overtime, when necessary
- Ability to learn quickly and adapt in a rapidly changing environment
- Technical Skills Required:
  - MS BI Stack: SQL Server, SSAS, SSRS, SSIS
  - SharePoint BI: PerformancePoint Services, Excel Services, PowerPivot

- Programming Languages: T-SQL, MDX, C# (Nice to have)
- Modeling Tools: Embarcadero ER Studio, CA Erwin, Visio
- Development Tools: Visual Studio, BIDS, Report Builder, PerformancePoint Dashboard Designer

### Nice to Have

- Experience with Aderant Expert (Aderant's Time and Billing System) or other
- Experience with C#

## How to Apply

**We thank all applicants for their interest in this position, however, only applicants selected for an interview will be contacted.**

At BLG only those BLG members who are fully vaccinated against COVID-19 with a vaccine approved by Health Canada will be permitted to attend a BLG office or event. **“Fully vaccinated”** means having received the full series (usually 2 doses) of a vaccine approved by Health Canada, with more than 14 days having passed since the second dose was administered. **“Attending a BLG office”** includes attending social or business gatherings organized by the Firm, with limits on the number of attendees in accordance with public health guidelines. With respect to client meetings, only fully vaccinated members of the Firm can meet in person with clients (others can attend virtually), unless **prior authorization has been obtained from BLG and the client.** For any BLG member who is not fully vaccinated, and if the Firm requires your attendance in the office to perform your role, you must take a rapid antigen test conducted within the 24 hours prior to your coming to the office, and you must show proof of a negative test result. A new test is required for each day you are physically in the office. Accommodations will be made for valid medical and religious reasons. Everyone at BLG is required to carry out the duties of their role while upholding the important principles of our respectful workplace policies, and treating everyone with respect, regardless of position. At BLG, valuing diversity and inclusion is key to a respectful workplace.

BLG is committed to building and fostering a workplace that is reflective of our **communities, where all firm members feel included, valued, and heard.** We welcome applications from all qualified candidates but acknowledge the systemic and structural barriers that have, historically, marginalized and barred certain groups from accessing employment opportunities. As part of our commitment to removing barriers to employment, we strongly encourage applications from members of these historically marginalized groups including, but not limited to, Indigenous peoples, racialized individuals, members of the LGBTQ+ community, people with disabilities and women. Accommodations are available, upon request, in all aspects of the recruitment process.

\* Please note that relatives of current BLG employees and partners are not eligible for consideration.

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## BLG | Canada's Law Firm

As the largest, truly full-service Canadian law firm, Borden Ladner Gervais LLP (BLG) delivers practical legal advice for domestic and international clients across more practices and industries than any Canadian firm. With over 725 lawyers, intellectual property agents and other professionals, BLG serves the legal needs of businesses and institutions across Canada and beyond – from M&A and capital markets, to disputes, financing, and trademark & patent registration.

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