

## EMPLOYEE BENEFITS — DATA AUTOMATION ENGINEER JOB DESCRIPTION

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Our mission is to help clients protect assets and enhance employee outcomes through the delivery of exceptional risk management and employee benefit consulting services and products.

The Automation Engineer will work closely with the IT and Analytics team to understand the transformation of data to develop a sound automation framework that validates the quality of this data in various reports. It is expected that this individual will provide guidance to the testing team on data validation automation approaches. This individual will need to work without guidance in developing these frameworks and also will be expected to create and execute manual tests as needed.

### REPORTS TO

Practice Leader

### KEY RESPONSIBILITIES

- Assists in the development of data structures and pipelines to organize, collect and standardize data that helps generate insights and addresses reporting needs.
- Applies understanding of key business drivers to accomplish own work.
- Writes ETL (Extract / Transform / Load) processes, designs database systems and develops tools for real-time and offline analytic processing.
- Collaborates with Client Analyst team to transform data and integrate algorithms and models into automated processes.
- Uses programming skills in PowerShell, Python, Java or any of the major languages to build robust data pipelines and dynamic systems.
- Builds data marts and data models to support clients and other internal customers. Integrates data from a variety of sources, assuring that they adhere to data quality and accessibility standards.

### REQUIREMENTS

- Strong problem-solving skills and critical thinking ability.
- Strong collaboration and communication skills within and across teams.
- Ability to leverage multiple tools and programming languages to analyze and manipulate data sets from disparate data sources.
- Ability to understand complex systems and solve challenging analytical problems.
- Experience with PowerShell scripts, PowerShell utilities & PowerShell Commands.
- Knowledge in Microsoft SQL Server, SQL Integration Services, and SQL Reporting Services.
- Strong data base query capabilities and the ability to write complex queries.
- Experience in data aggregation or data comparison against large data sets.

- Advanced knowledge of MS Excel such as pivot tables, data filtering, collating data
- Has strong knowledge of large-scale search applications and building high volume data pipelines.
- Bachelor's degree or equivalent work experience in Computer Science, Engineering, Machine Learning, or related discipline. Master's degree preferred.

### **SUPERVISORY RESPONSIBILITY**

None

### **WORK ENVIRONMENT**

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, cell phones, photocopiers, filing cabinets and fax machines.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; and taste or smell. The employee must occasionally lift or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

### **POSITION TYPE/EXPECTED HOURS OF WORK**

Full Time Position – 40-hour work week

### **PERKS**

The job offers a range of total rewards that include merit increases, paid holidays, Paid Time Off, medical, dental, vision, short- and long-term disability benefits, 401(k) + match, life insurance, and wellness programs, to name a few.

