

# Lakeland

COMMUNITY COLLEGE

INFORMATION TECHNOLOGY  
AND COMPUTER SCIENCE

## CAREER SKILLS FOR Data Analyst



### ADDITIONAL RESOURCES

Oracle

<https://www.oracle.com/index.html>

Microsoft

<https://www.microsoft.com/en-us/>

SAS

[https://www.sas.com/en\\_us/home.html](https://www.sas.com/en_us/home.html)

IBM

<https://www.ibm.com/us-en/?lnk=m>

SAP

<https://www.sap.com/index.html>

Cloudera

<https://www.cloudera.com/>

KDnuggets

<https://www.kdnuggets.com/>

R Bloggers

<https://www.r-bloggers.com/>

Simply Statistics

<https://simplystatistics.org/>

### FOR MORE INFORMATION CONTACT:

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Opportunity  
starts **HERE**  
[lakelandcc.edu](http://lakelandcc.edu)

Graduates of the Data Analytics concentration gain understanding in data modeling, database normalization and SQL for data processing, and obtain skills and utilize tools that are necessary for data storage, processing, analysis, visualization and application issues.

## **JOB-SPECIFIC SKILLS**

*Skills and knowledge you will obtain at Lakeland to prepare for a successful career in the field.*

### **HARDWARE/SOFTWARE SKILLS:**

- Conduct hardware operation and troubleshooting
- Understand the hardware and software used in a network
- Use data analytics and visualization software such as PowerBI, Tableau, and others
- Perform computer maintenance and optimization
- Gain a strong understanding of Microsoft Excel
- Utilize database design techniques
- Perform general technical troubleshooting and give consultation to development teams
- Write basic reports using Structured Query Language, R and more

### **PROGRAMMING SKILLS:**

- Carry out systems analysis and designs
- Conduct statistical analysis
- Use logic and problem-solving
- Utilize programming languages for statistical analysis and data visualization
- Perform basic programming

### **DATABASE SKILLS:**

- Execute Structured Query Language (SQL) commands
- Export and import large data sets
- Utilize database design theory in database implementation

### **DESKTOP OPERATING SYSTEMS AND NETWORK SKILLS:**

- File management (organize, file and store)
- Knowledge of how specific operating systems work (Windows, Mac, iOS and Android)
- Knowledge of local area networking (LAN), wide area networking (WAN) and telecommunications protocols
- Support various environments

### **GENERAL MANAGEMENT SKILLS:**

- Decision making
- Leadership
- Presentation preparation
- Project management
- Set up and maintain documentation and standards
- Plan growth and changes (capacity planning)
- Understand core business functions and how information technology interrelates with business

# TRANSFERABLE SKILLS

***Skills you have acquired throughout your life that will help you excel in the field include:***

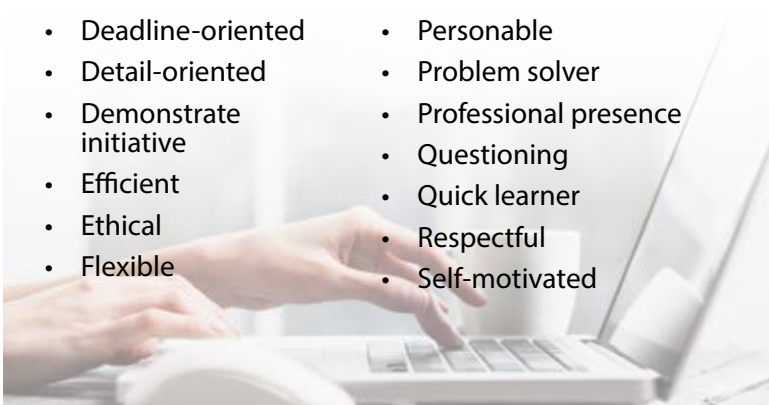
- Ability to multitask
- Leadership
- Logical thinking
- Organizational proficiency
- Penchant for learning
- Problem-solving
- Verbal and written communication



# PERSONAL ATTRIBUTES

***These nontechnical attributes will enable you to be a competent, reliable employee in any company.***

- Accurate
- Adaptable
- Analytical
- Collaborative
- Creative
- Critical thinker
- Customer-focused
- Deadline-oriented
- Detail-oriented
- Demonstrate initiative
- Efficient
- Ethical
- Flexible
- Honest
- Independent
- Innovative
- Investigative
- Logical
- Organized
- Patient
- Personable
- Problem solver
- Professional presence
- Questioning
- Quick learner
- Respectful
- Self-motivated



# RELATED JOB TITLES

*Note: This is only a representative list and does not exhaust all possible titles in the field.*

- Business analyst
- Consultant
- Data analyst
- Data architect
- Data Conversion Specialist
- Data Engineer
- Data Modeler
- Data Scientist
- Data warehouse manager/Analyst
- Developer
- Market research analyst
- Research analyst
- SQL data analyst
- Statistician

*\*Some positions may require a bachelor's degree or higher and/or vendor certification.*

# POSSIBLE EMPLOYERS

*Note: This is only a representative list and does not exhaust all types of employers.*

- Banks and financial institutions
- Consulting companies
- Education institutions
- Government agencies
- Health care facilities
- Insurance providers
- Manufacturing companies
- Nonprofit organizations
- Public accounting firms
- Real estate companies
- Research facilities
- Retail businesses
- Self-employment
- Service agencies
- Technology companies
- Wholesale companies

# QUICK FACTS

## Market Research Analyst Labor Statistics (national averages)

2020 Median Pay	\$65,810 per year/\$31.64 per hour
Typical Entry-Level Education	Bachelor's degree
Work Experience in a Related Occupation	None
On-the-job Training	None
Number of Jobs, 2019	738,100
Job Outlook, 2019-29	18% (Much faster than average)
Employment Change, 2019-29	130,300

Source: Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Market Research Analysts, at <https://www.bls.gov/ooh/business-and-financial/market-research-analysts.htm> (visited April 14, 2021).

