Julius Education
Analytics Program Manager
September 2024

Overview of Julius

Julius Education (www.Juliusedu.com) is a workforce technology company providing advanced analytics and workforce tools for fast-moving labor markets, such as energy, advanced manufacturing, and semiconductors. We help organizations plan and build the workforce of tomorrow while also supporting job seekers to discover new career pathways. We work with federal and state agencies, national trade associations, large employers, and community non-profits.

We are looking for a Massachusetts-based Analytics Program Manager to join our growing labor market intelligence team. If you're interested in the intersection of workforce and emerging technologies, we'd love to hear from you! Please submit your resume to info@juliusedu.com.

Analytics Program Manager

As an Analytics Program Manager, you will play a pivotal role in supporting our partners by coordinating our internal team. You will be responsible for:

- Assisting in project planning, execution, and monitoring to ensure timely delivery of outcomes.
- Collaborating with cross-functional teams to define project goals, objectives, and key performance indicators.
- Conducting data analysis and generating actionable insights to inform strategic decision-making processes.
- Supporting data collection, cleaning, and validation efforts to ensure data integrity and reliability.
- Creating and maintaining project documentation, including progress reports, meeting minutes, and assignment timelines.
- Contributing to the development and implementation of data management protocols and best practices.
- Assisting in stakeholder engagement and communication activities, including presentations and status updates.
- Supporting continuous improvement initiatives to enhance project efficiency and effectiveness.

Qualifications

We are seeking candidates with the following qualifications:

- Master's degree in a scientific discipline or similar work experience preferred
- Proven experience in project management, data analysis, or a related role.

- Proficiency in data analysis tools, including Python, SQL, R, Looker, etc.
- Familiarity with cloud computing platforms such as Google Cloud
- Strong analytical skills and attention to detail, with the ability to derive insights from complex datasets.
- Excellent communication and interpersonal skills, with the ability to collaborate effectively across teams.
- Demonstrated organizational skills and ability to manage multiple tasks simultaneously.
- Familiarity with project management methodologies, such as Trello
- Knowledge of the education or energy sector is desirable but not required.

Julius Education is committed to diversity, equity, and inclusion. We encourage applications from individuals of all backgrounds and experiences.