



FINCA[®]
Microfinance Bank

**we're
Hiring**

Job Title:

**Data Analytics
Intern**

▶ **View details and
apply via the link**



+255 755 980 350

Tuijenge kesho pamoja



FINCA[®]
Microfinance Bank

Job Summary

The primary duties of the data analytics Intern will be to work closely with Data Analytics Unit responsible for data analytics and preparation of reports. Partner with stakeholders across multiple departments to help us understand and accelerate our business reporting needs.

Essential Duties :

- o Utilize strong oracle, SQL and MS Excel skills to provide high quality data analysis, report and support to stakeholders.
- o Prepare SQL scripts to directly query and analyze internal and external data
- o Support preparation of analytic dashboards and KPI reports in BI tools.
- o Maintain the strict confidentiality of all records and documents stored in the assigned systems and infrastructure.
- o Provide technical advice and support in problem solving related to systems and applications.
- o Be able to ensure data availability 24 x7 using non-disruptive administration tactics.
- o Management of security aspects to the assigned systems and data integrity controls, related records and recovery control (ensuring all data is retrievable in an emergency)
- o Execute other assignments as may be assigned from time to time by superiors.

Preparation of reports

- o Analyze user data needs and determine needs resolved through automated repeatable process.
- o Prepare transparent standard reports and analyze to support business needs
- o Creating crystal reports and upload to front end solution for end users
- o Editing current report based on product and user requirements
- o Document business requirements to depict user needs with complimentary technical requirements

+255 755 980 350

Tuijenge kesho pamoja

- o Ensure high data quality through regular quality checks
- o Decompose high-level business needs into functional needs by understanding problem and determining data needs.
- o Extract, filter and aggregate data through logical queries and basic programming.
- o Develop and create data layout like tables, charts, graphs, heat maps and process flow diagrams.
- o Monthly data upload to BOT For Credit Reference
- o Data upload to BOT for RTSIS
- o Managing CRB client report disputes
- o Digital data and reports
- o Other report preparation as assigned by supervisors
- o IFRS and FSDR extractions and reporting

Education and experience

- o Degree in computer science, Information technology or a related field.
- o Decompose high-level business needs into functional needs by understanding problem and Experience working with databases management such as PostgreSQL or SQL Server OR Oracle
- o A comfortable hand on WPS or Python or R or Alterexy or any other programming language, this is just an additional skill
- o Excellent Communication, Analytical and Presentation Skills
- o Passionate about data and analyzing business needs

**Please send your application letter and CV to TZ_Recruitment@finca.co.tz .
Deadline for sending application is June 15, 2026**

+255 755 980 350

Tuijenge kesho pamoja