

Data Analytics

MyGov is the citizen engagement platform of the Government of India. It is an Independent Business Division under Digital India Corporation, a Section 8 company under the Ministry of Electronics & Information Technology. Details about MyGov can be seen at <https://MyGov.in> .

MyGov is looking for a Data Analyst is responsible for collecting, processing, and analyzing data to generate actionable insights for decision-makers within MyGov and MyGov associated ministries and state governments. Need to use various data analysis tools, techniques, and statistical methods to extract valuable information from data sets and present their findings in a clear and understandable manner.

An ideal candidate should have work experience in data processing and generating the insightful analysis align with MyGov objectives and guidelines.

You will be under probation for the first 3 months from the date of joining. It is not mandatory for MyGov to absorb you or offer you a regular contract after the completion of the probation period. The period of probation can be reduced or increased by MyGov and shall be solely based upon your performance.

After successful completion of the initial contract period, a regular contract will be given.

Please review the position listed below and apply in the form given in this notification. MyGov is hiring experienced professionals for a Data Analyst.

Interested candidates may apply in this form.

Position: Data Analytics

No. of Position(s): 2

Qualification: Bachelor's degree in Computer Science or Economics, or Business, or a related field; advanced degrees are a plus.

Years of Experience: 3-6 Years of experience

Roles & Responsibilities:

- Data Collection, Cleaning and Exploration of relevant data and uncovering insights.
- Validating assumptions and drawing conclusions based on data-driven analysis and Problem Solving.
- Applying data insights to address business challenges using Hypothesis Testing.
- Categorizing data to identify patterns and target specific groups or segments & Analyzing data over time to detect trends and make future predictions using time-series analysis.
- A/B Testing: Conducting experiments to evaluate the effectiveness of different strategies or options.
- Improving processes and workflows through data-driven optimizations & Establishing policies and practices to ensure data quality, security, and compliance.
- Creating visual dashboards for real-time monitoring and decision support & predicting future trends and outcomes using historical data and models.
- Identifying the underlying reasons for issues or problems based on data evidence using root cause analysis.
- Analyzing textual data to extract insights and sentiment from text sources. Studying data with geographic components to understand location-based patterns.
- Combining and harmonizing data from various sources for comprehensive analysis.
- Leveraging machine learning algorithms to automate tasks and make predictions.
- Ensuring data handling aligns with ethical guidelines and respects privacy and fairness principles.

Qualifications:

- 3-5 years of experience as a data analytics.
- Strong analytical skills and experience using google analytics and other data analysis tools.
- Expertise in analytics of all social media & digital marketing platforms, KPIS & reasoning.
- Excellent written and verbal communication skills.
- Proven ability to multitask, prioritize, and manage time effectively.
- Strong attention to detail and a commitment to accuracy and quality.
- Team player with the ability to collaborate effectively with colleagues and stakeholders.
- Proficiency in data analysis tools and software e.g., Python, R, SQL, and Microsoft excel.

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- Experience with data visualization tools like Looker Studio, Tableau, Power BI or any other
- Attention to detail and the ability to work with large and complex datasets.
- Strong problem-solving and critical-thinking skills
- Effective communication skills to convey complex findings to non-technical stakeholders.
- Work Location: Delhi.