

## **About Kajeet**

Kajeet, Inc. is all about innovation. We are a leading wireless solutions provider enabling education, business, government and telecom service providers to customize the fast-moving world of wireless services to fit their needs. Kajeet is the leading mobile virtual network enabler, having launched the top two MSO MVNO's, and provides the Sentinel IoT platform to a wide variety of enterprises. Kajeet is the leading wireless solution provider in K-12, helping students in over 1000 school districts. Kajeet provides innovative and optimized wireless data solutions to the SMB, Enterprise and Public Sector market across North America. For more than 15 years, we have built upon our deep expertise and agility in delivering highly configurable, unique solutions. Our management team is comprised of industry experts who seek an open environment for innovation, personal growth, and making a difference. Our fast-paced culture and focus on teamwork means you will never be bored and will have an opportunity to strengthen your professional career. The wireless world is constantly changing; we want you to be part of that journey.

## **Junior Business Analyst**

The Junior Business Analyst (JBA) will serve in a key role as part of our Strategy Team. The JBA is primarily responsible for supporting Strategy Team leadership by collecting data from disparate sources, combining, organizing, and presenting coherently. The JBA will conduct research and analysis to help come up with solutions to improve practices and processes.

The JBA will need to be familiar with all available data sources both internally and externally. They need to be able to pull relevant data from many disparate sources and create a combined data set that will assist in decision making. The JBA will primarily use Microsoft Excel in their job function.

This is an excellent opportunity for recent college graduates with a business or STEM degree and a strong analytical mindset.

## **A Day in the Life Will Likely Include:**

- Support in analysis, modeling, and other quantitative techniques as needed to answer business questions and evaluate business issues and objections.
- Process flow development.
- Basic project management and provide project progress update to project stakeholders.
- Create, maintain, and automate reporting to help partner teams produce value-add strategies and optimize their business segment.
- Constructing in-depth quantitative analysis by processing, manipulating, and studying large datasets by leveraging strong Excel skills.

- Effectively communicating with concise insights and/or visualizations utilizing software such as Excel and PowerPoint while partnering collaboratively with colleagues and leaders.

### **Sound good? What You will Need to Land this Job:**

This position requires significant attention to detail, as well as constant communication with internal team members. The successful candidate is proactive, creative, and organized. The candidate for this role has strong communication skills (written and oral), can work concurrently on multiple projects, works well with others, and learns quickly.

- Bachelor's degree - all majors encouraged to apply, especially business and finance
- 0-3 years of professional experience.
- Strong analytical skills, work ethic, independence, problem solving ability, effective communication skills, and overall positive attitude.
- Being self-driven and able to take initiative to further the success of the business.
- Always looking for ways to improve how we get things done.
- Performance of other related duties as required.
- Demonstrate strong communication skills in making recommendations to leadership.
- Communication and interpersonal skills
- Time management and organizational skills
- Proficiency with Microsoft Excel
- Strong organizational skills with the ability to multi-task while under pressure.
- Killer analytical and reporting abilities. You'll need the capability to analyze data and in return, prepare timely reports on your findings.
- A mind for the details. Okay we know "detail-oriented" is on about every job description – but we really mean it!
- Intellectual curiosity. Why? What? How? Do you find yourself always wanting to learn more and broaden your knowledge base? If so, this could be the role for you.
- Passionate and goal oriented. We are looking for someone that is enthusiastic about their work and is passionate about not only meeting their goals but exceeding them.

### **Other skills that would really be awesome:**

Experience working with an IOT solution provider or a telecommunication business.

Experience working in virtual teams and in a growth-stage company environment with a strong work ethic, "get-it-done" attitude and ability to wear multiple hats.

Experience with Teams, Salesforce.com, Office 365, Zoom, Control Center.

**The Good Stuff :**

We value our employees' time and efforts. Our commitment to your success is enhanced by our competitive compensation, commensurate with experience, and our extensive benefits package including paid time off, medical, dental and vision benefits and future growth opportunities within the company. Plus, we work to maintain the best possible environment for our employees, where people can learn and grow with the company. We strive to provide a collaborative, creative environment where each person feels encouraged to contribute to our processes, decisions, planning and culture.

Kajeet Inc. is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, sexual orientation, or any other classification protected by law.