



MYANMAR FINANCE INTERNATIONAL LTD

NO.(D), MAY GARDEN HOUSING, SA/KHA WARD, YADANAR ROAD,
THINGANGYUN TOWNSHIP, YANGON, MYANMAR.

TEL: (0095-1) 943300073, 943300074

Vacancy Announcement

Senior MIS Officer / Executive

M / F (1)

Requirements

- A relevant degree such as Bachelor's or Master's in Business, Computer Science, Engineering, Statistics, Finance, or Economics.
- Proficiency in SQL, Excel, Microsoft SQL Management Studio, SQL Reporting Services, claims-based healthcare data, data files, related databases, SAS, and SQL Analysis Services.
- At least 2 years of experience in database development and support in MS SQL Server environments.
- Certifications like Statistical Analysis System (SAS), SQL, or Database Administrator (DBA).

Job Description

- Assist the MIS Manager with administrative and technical functions
- Provide support and problem resolution to all system users
- Directly supervises all technical support to the branches
- Ensure that business processes are well-supported by database and application designs, optimizing, or introducing new solutions or application fixes as required
- Supervision system performance and product testing in the system
- Checking on completeness of all documentations which belong to the system
- Document and maintain all operational procedures and standards related to databases and application
- Enforce company policies and procedures as a member of management for all employee
- Ensure security of data network access and backup systems
- Validates the accuracy of data solutions delivered by subordinate staff, and ensures that staff follows data analysis and reporting best practices
- Conducts specialized end user training for groups or individuals
- Forecast costs, equipment and personnel needs for projects and programs as required and related to MIS operations
- Plan, organize, control and evaluate IT and electronic data operation
- Handle annual budget and ensure cost effectiveness
- Assist with schema design, code review, SQL query tuning
- Analyze and evaluate current systems
- Proactively and regularly make recommendations for system improvements
- Collate, prepare and present statistical information for internal and external use
- Reporting daily and weekly procedures to the MIS/IT Manager.
- Develop SQL scripts, queries, and stored procedures to extract data from databases.



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- Create complex advancement reports using SQL, Microsoft Office, and other relevant tools or languages.
- Perform ad hoc and structured data analysis.
- Generate quality reports based on data analysis.
- Identify data issues proactively and communicate them to relevant stakeholders.
- Plan and manage the development process, adhering to defined timelines.
- Share activity status reports with immediate managers.
- Use modeling techniques to analyze and specify data structures in large and complex datasets.
- Implement best practices in data management to ensure data integrity and quality.
- Deliver analyzable or analyzed data to internal and external clients.

Interested candidates are invited to submit an application letter and curriculum vitae to following email address: recruitment@mfil.net.

Head Office Address: No-D, May Garden Housing, Sa/Kha Ward, Yadanar Road, Thingangyun Township, Yangon Region, Myanmar.HR Department- 09-977955862