

# Careers in the Supply Chain

## **BUSINESS ANALYST**

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**National Occupational Classification Code – 4162**

**Alternative Titles:**

- Business development office
- Economic development office
- Market researcher, Business consultant
- Regional development analyst



## **Industry Description**

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Business Analysts conduct research, formulate policies and manage programs to stimulate industrial and commercial business investment.

## **General Job Description**

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Business Analysts develop policies and administer programs to promote industrial and commercial business investment.

## **Job Functions**

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Business Analysts perform some or all of the following duties:

- Conduct social or economic surveys on local, regional or national areas to assess development potential and future trends.
- Plan development projects with representatives of a wide variety of industrial and commercial enterprises, business associations and government agencies.
- Assess business opportunities and develop strategies to attract venture capital.
- Respond to enquiries from members of the business community and general public concerning development opportunities.
- Review commercial or industrial development proposals and provide advice on procedures and requirements for government approval.
- Conduct surveys and analyze data on the buying habits and preferences of wholesale or retail consumers.
- Conduct comparative research on business strategies for industrial and commercial products.

## **Physical Demands Analysis**

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- Business Analysts work primarily in offices. They may have to work long hours to meet project deadlines, or adjust their schedules to meet with business needs.

## Position Expectations

Essential Skills	
Reading Text	3
Document Use	3
Computation	2
Writing	2
Oral Communication	2
Thinking Skills	2
Working with Others	3
Computers	2
Continuous Learning	2

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

## Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

## Pre-employment Skills

- A bachelor's degree in economics, commerce, business administration or public administration is required.
- Certification as a certified economic developer (Ec.D.) may be required.

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

## Career Levels/Years of Experience

Career Levels	Position	Average Experience	
		From	To
7	Vice President	7 years	10 years+
6	Director	5 years +	6 years
5	Manager	4 years +	5 years+
4	Manager Trainee	3 years +	4 years
3	Coordinator/Supervisor	2 years+	3 years
2	Supervisor Trainee	2 years	3 years
1	Analyst	1 year	2 years

## References

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- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2011/Welcome.aspx>
- Essential Skills – <http://www.hrsdc.gc.ca/eng/workplaceskills/LES/index.shtml>