Employer Name: Gordian
Position Title: Sightlines Analyst
Location: Guilford, Connecticut, Jenkintown, Pennsylvania, and Portland, Oregon
Industry: Data and Analytics

Job Description

Our industry-leading solutions provide tools for facilities planning, reporting, benchmarking and analysis. We help colleges, universities, and K-12 schools obtain an independent, reliable exploration of campus performance informed by the nation's largest database of verified facilities metrics.

Analysts are the "engine" behind our services. They work in a fast‑paced and collaborative environment where they are expected to use detailed data analytical methods to develop high quality client deliverables. The best Analysts excel in an environment where they are challenged to learn quickly and take ownership early while managing multiple tasks effectively and embracing a demanding work environment that values ongoing professional growth. We're looking for new analysts to be a part of our 2019 class.

Responsibilities

• Acquire a comprehensive understanding of our core services, the Facilities Benchmarking & Analysis
model and the Facilities Assessment & Planning service.
• Manage data collection for multiple members -
o Data collection includes gathering data pieces from primary contacts, hosting Discovery meetings
with clients and performing campus walk-throughs
• Data process and entry of collected data
• Analyze and use the data to tell a story
• Work with large data list of campus building needs and support in strategy conversations
• Participate in on-site inventory of building systems, interviews with facility supervisors and review of
strategic funding development.
• Collaborate with internal Project Leads and Account Managers to create and fine-tune presentations
• Developing presentations to communicate the campus story, suggest strategic plans and cultivate
engagement in Sightlines' recommendations

Qualifications

 Bachelor's degree is the minimum requirement
• A natural orientation toward Data and Analytical "thinking" – the understanding that numbers "tell a
story"
• The ability to communicate clearly and effectively to a broad audience
• Strong presentation skills
• Exceptional organization and prioritization skills which drive the ability to manage multiple projects
concurrently
• Proven success working in a team environment
• Previous experience in facilities management or maintenance can be beneficial
• Proficiency in Microsoft Office Suite programs, particularly Excel and PowerPoint
• The ability to travel up to 50%
• All applicants must be legally authorized to work in the United States without current or future
sponsorship

Physical requirements for this role include the ability to move effectively around a campus environment for 6-8 hours per day at times, as well as the ability to occasionally ascend/descend a ladder.

Why is this a rewarding position?
Ownership of Projects:
Analysts are responsible for all data management, critical thinking, and story-crafting for each of their projects. By working on projects from start to finish, you have the opportunity to learn and develop
professionally from the first day you walk on campus to the final presentation delivered to the President or Board of Trustees.

Collaborative Environment:
Sightlines is a dynamic, collaborative company. Working jointly with our coworkers enables us to solve problems, implement new ideas, improve our products, learn from each other and enhance our office environment.

Professional Development Opportunities:
Like any good investor, Sightlines is dedicated to growing the value of our best asset: our employees. We have a clearly designed ladder for growth in the Analyst track and are committed to rewarding quality work. We grow as a company when our employees embrace this learning culture and continue to move our thinking forward.

What is a typical day as an Analyst? Every day is different! Up to 50% travel
• Hosting campus visits: Discovery meetings with clients, campus walk-throughs, presentation delivery to campus leadership, and building assessments
• Fulfilling office responsibilities, which include processing and analyzing data
• Communicating with campus representatives and teammates to understand the institution and its data
• Answering these questions: What story do the numbers tell? What campus problems can the data help
solve?
• Developing presentations to communicate the campus story, suggest strategic plans and cultivate
engagement in Sightlines' recommendations

We offer an excellent benefits package including medical, dental, vision, life and LTD insurance, HSA, and a 401(k)retirement plan. EOE M/F

Duration: Permanent

Job Functions: Data and Analytics

Employer Description:
Gordian is the world's leading provider of construction cost data, software and services for all phases of the construction lifecycle. From planning to design, procurement, construction and operations, Gordian delivers groundbreaking solutions to contractors, architects, engineers, educational institution stakeholders, facility owners and managers in the local, state and federal government, education, healthcare, manufacturing, insurance, legal, retail and other industries. With our proprietary data, along with our RSMeans and Sightlines data, we offer the largest collection of labor, material and equipment data and associated costs in the world with over 275,000 construction tasks with costs for all areas of construction. Gordian also offers the most widely used construction procurement information management software available anywhere and cutting-edge facilities intelligence and life cycle costing software to assess initial installed costs versus long-term facility costs and improve long-term asset performance. We offer an excellent benefits package including medical, dental, vision, life and LTD insurance, HSA, and a 401(k) retirement plan. EOE M/F

At Sightlines, a part of The Gordian Group, works with our college, university and private K-12 members take facility asset

management to a higher level and make the most strategic use of their capital budgets. Unlike outsourced facilities solutions, we give you the tools and knowledge you need to make the best decisions for your campus. Equipped with data from over 25,000 campus buildings from across the US and Canada, we help institutions plan, prioritize, and manage facilities maintenance and upgrades so they can get the most mileage out of limited funds.

Employer Locations: Guilford, Connecticut, Jenkintown, Pennsylvania, and Portland, Oregon

Allowed School Years: Senior

Allowed Majors: All majors allowed

Work Authorization Requirements: US work authorization is required