Panasonic

**Title:** Co-op/Part-time

**Location:** Newark, NJ

**Job Type:** Co-op/Internship

**Compensation Type:** Paid - Hourly

**Start Date:** May 2016  
**Application Deadline:** 4/29/2016

**Job Description:**

Panasonic's vision of the digital future is driven by the needs and aspirations of our business customers and millions of consumers around the world who use our products every day. We share their dream to live a fuller life by providing ways of working smarter and enjoying the rewards of technological advances. At Panasonic, our success depends on every single employee's contributions - because the more we grow as individuals, the more we grow as a company.

Through its broad range of integrated business technology solutions, Panasonic empowers professionals to do their best work. Customers in government, healthcare, production, education and a wide variety of commercial enterprises, large and small, depend on integrated solutions from Panasonic to reach their full potential, achieve competitive advantage and improve outcomes. The complete suite of Panasonic solutions addresses unified business communications, mobile computing, security and surveillance systems, retail information systems, office productivity solutions, high definition visual conferencing, projectors, professional displays and HD and 3D video production. As a result of its commitment to R&D, manufacturing and quality control, Panasonic engineers reliable and long-lasting solutions as a partner for continuous improvement. Panasonic solutions for business are delivered by Panasonic System Communications Company of North America (PSCNA), Division of Panasonic Corporation of North America (PNA), the principal North American subsidiary of Panasonic Corporation.

Currently, PSCNA has an immediate opening available for a **Co-Op, Part Time.**

At Panasonic, we are constantly striving to improve and grow both personally and professionally. We put our customer first, and demand only the best. We are looking for those that share our passion.

**Primary Responsibilities:**

*Report and Dashboards Development*

- Assist in categorizing data requirements, data availability and data quality for report and dashboard requests
• Includes canvassing existing systems for requested information
• Gathering and reviewing requirements
• Identifying source data for reporting
• Analyzing source data to assess quality and identify possible gotchas
• Developing reports or developing report requests to be performed by others
• Perform Ad-hoc analysis as required
• Analysis Updates
• Assist the Sales Analyst in producing and distributing regular updates of PCNA KPI information to the PCNA organization
• Organize and store data extracts, including point in time estimates, used in report production
• Prepare analysis of accuracy of point in time estimates to improve forecasting practices

New Project Launches

• Assist the Sales Analyst in developing a launch plan for new projects.
• Includes development and tracking of Excel, Gantt charts, follow up with business partners on open issues and communication of launch detail to sales organization.
• Assist in data set preparation for system upgrades
• Gather and structure information as needed to support User Acceptance Testing and pre go-live data loads.
• Perform report and dashboard testing and validation as needed.

Data Classification / Categorization

• Support classifications of customer, product, sales organization and opportunity data to better support transitions and realignments.
• Identify orphaned data and propose appropriate categorization.
• Follow up on classification outliers.

Data Verification/ Data Quality

• Perform testing to verify information to be presented matches the source system / data of record.
• Test data sets to ensure required fields are populated and that values comply with data format specifications.
• Follow up on data outliers.
Qualifications:

Education and Experience

- Undergraduate Freshman, Sophomore or Junior
- Major in engineering, mathematics, computer science or marketing helpful, but not required.
- Interest in technology, reporting and relational data analysis required.

Key Competencies

- Computer Skills: Deep knowledge of Microsoft Office including PowerPoint and Excel a must.
- Understanding of relational databases – Access or SQL preferred.
- Excellent analytical skills required Must be detailed oriented
- Excellent communications skills, both written and oral, plus.

Hours & Position

- Flexible days and hours – ability your own schedule & adjust based on classes & workload. On average around 15-20 hours/week (less during school and more during summer is ok).
- Year-round, position available immediately

Application Instructions:

Students can apply at http://panasonic.taleo.net/careersection/external/jobsearch.ftl.

About the Organization:

In addition to an environment that’s as innovative as our products, we offer competitive salaries and benefits. Panasonic is an Equal Opportunity/Affirmative Action employer, and all qualified applicants will receive consideration for employment without regard to: race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law. All qualified individuals are required to perform the essential functions of the job with or without reasonable accommodation. Pre-employment drug testing is required. Due to the high volume of responses, we will only be able to respond to candidates of interest. All candidates must have valid authorization to work in the U.S. Thank you for your interest in Panasonic Corporation of North America.