



7 Cs Solutions, LLC

Service-Disabled Veteran-Owned Small Business (SDVOSB · VOSB)

www.sevencssolutions.com

Position Description

Principal Business Intelligence Analyst

Location: Washington, DC Metro Area

Employment Type: Full-Time

Citizenship: U.S. citizenship required

Clearance: Ability to obtain a DoW Clearance

Compensation: \$145,000 – \$185,000 annually (commensurate with experience), plus comprehensive health, dental, and retirement benefits

About 7 Cs Solutions

7 Cs Solutions, LLC is a dynamic, results-driven IT solutions provider delivering comprehensive and innovative services to local industry and state and federal government clients, with a specialized focus on cutting-edge Health IT solutions. As a Service-Disabled Veteran-Owned Small Business (SDVOSB) and Veteran-Owned Small Business (VOSB), we combine mission-driven values with modern technology expertise to help our customers achieve measurable outcomes.

Position Summary

7 Cs Solutions is seeking an accomplished Principal Business Intelligence Analyst to serve as the senior-most analytics advisor on an engagement supporting a federal government client. The Principal BI Analyst will lead strategic business intelligence efforts, translate complex business needs into actionable data solutions, and partner with program leadership to shape analytics strategy, roadmaps, and executive-level deliverables. This role requires deep technical expertise in BI tooling and methodologies, strong program-level perspective, and the ability to brief and influence senior stakeholders.

Key Responsibilities

- Serve as the primary subject matter expert on business intelligence strategy, tooling, and analytical methodology across the engagement.
- Provide day-to-day analytical and strategic task management support, including tasker management, coordination with stakeholders, and the development of executive briefings.
- Deliver business analytics support and perform technical calculations to determine optimal business value for new requirements and change requests.

- Partner with the Program Manager, Deputy Program Manager, and Branch Chiefs to support management and strategy planning, working with functional managers to identify requirements for the execution of the program's overall mission.
- Support strategic planning and data analysis within the Program Management Office (PMO), ensuring analytics deliverables inform leadership decisions.
- Facilitate technical efforts and incorporate them into the overall program strategy by working with senior technical SMEs and integrating their input into strategy and roadmaps.
- Provide executive-level support and collaboration, including strategic communications, quarterly reviews, program reviews, and documentation updates.
- Develop strategic briefings and documentation at the request of program leadership; identify business process issues and recommend improvements.
- Design, build, and oversee BI dashboards, reports, and data products using industry-standard platforms (e.g., Microsoft Power BI, Tableau, IBM SPSS, SAS).
- Mentor and provide technical direction to junior and mid-level analysts; uphold quality standards across BI deliverables.
- Coordinate across functional owners and stakeholders to ensure solutions (e.g., dashboards, data access, analytics products) meet business requirements.

Required Qualifications

- Bachelor's degree in Computer Science, Information Systems, Business Analytics, Statistics, Mathematics, or a related quantitative/technical discipline.
- Minimum of twelve (12) years of progressive, directly-related experience in business intelligence, data analytics, or enterprise data solutions.
- Expert-level proficiency with at least two of the following BI/analytics platforms: Microsoft Power BI, Tableau, IBM SPSS, SAS.
- Strong SQL skills and hands-on experience with data modeling, ETL/ELT processes, and enterprise-scale data environments.
- Demonstrated experience supporting federal government or large-enterprise customers, including experience interacting with program executives and senior leadership.
- Proven ability to develop and deliver executive-level briefings, strategic documentation, and data-driven recommendations.
- Exceptional written and verbal communication skills, with the ability to translate technical findings for non-technical audiences.
- U.S. citizenship; must be able to obtain and maintain a Tier 2 / Public Trust background investigation.

Preferred Qualifications

- Master's degree in a relevant discipline (e.g., Data Science, Business Analytics, Information Systems, Computer Science).
- Experience supporting federal healthcare IT, enterprise program management, or similarly large-scale federal programs.
- Familiarity with Agile and Scaled Agile Framework (SAFe) methodologies.
- Relevant certifications such as PMP, Lean Six Sigma, Certified Business Intelligence Professional (CBIP), Microsoft Certified: Power BI Data Analyst, or Tableau Desktop Specialist/Certified Professional.

- Experience coordinating with multiple external stakeholders and cross-functional program teams.
- Existing active federal clearance (Secret or higher).

How to Apply

Qualified candidates should submit a resume and a brief cover letter outlining relevant BI and federal-program experience to 7 Cs Solutions. Only applicants who meet the citizenship and clearance eligibility requirements will be considered.

Equal Opportunity Employer

7 Cs Solutions, LLC is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status.