

Position: Analyst | Operations

Reports to: Manager | Operations

Red Oak is focused on the dynamic and high impact area of pharmaceutical purchasing. We are a team of industry experts, strategists, and entrepreneurial thinkers who apply innovative strategies that move pharmaceuticals to market more efficiently. As the exciting joint venture between two Fortune 20 leading healthcare companies, CVS Health and Cardinal Health, we are responsible for securing both companies' generic drug portfolios.

Position Summary:

We are searching for an **Analyst** to join our Operations team. The Operations team is part of Red Oak's sourcing function and represents Red Oak at both CVS Health and Cardinal Health. This is a visible role as the professional will support CVS Health and Cardinal Health generic pharmaceutical operational activities and strategic initiatives; drive timely supply chain solutions and interact extensively with key stakeholders, representing all levels, within CVS Health and Cardinal Health liaison teams.

Location: The team currently operates in a hybrid model (typically Monday's and Friday's work from home, with Tuesday through Thursday being in-office)

Responsibilities:

- Serve as business support and advocate for CVS Health and Cardinal Health business teams in the execution of day to day generic pharmaceutical operations activities and strategic business initiatives by ensuring requests are well formulated, executed, operationalized and align with business practices and strategy;
- Collaborate with both internal and external stakeholders to create visibility to a business problem, gather insights from Red Oak subject matter experts to identify root cause and solutions, and partner closely with stakeholders to drive desired results.
- Work proficiently within data management systems and complex data sets to analyze data and create effective data driven business presentations, with a high degree of accuracy within agreed upon timelines; and
- Consistently demonstrate a solutions focused mindset using intermediate interpersonal skills to collaborate, build and foster strong business relationships.

Qualifications:

- Bachelor's Degree and a minimum 1 year of experience working in an agile environment in data management, analytics or healthcare setting
- Ability to think strategically and logically in order to define practical solutions that align with SOPs and business practices
- Efficiently and effectively uses analytical skills to gather insights from data in multiple platforms to support business analyses
- Experience collaborating with a cross functional pier group to achieve a common goal/solution
- Proven ability to deliver clear and logical communications in both verbal and written form
- Demonstrated proficiency in Microsoft Office Suite, including Excel/Pivot Tables and Power Point