

# Competitive Intelligence Analyst

## Akerman LLP - Washington, DC

### Description

Akerman LLP, a leading U.S. law firm, is seeking to expand its competitive intelligence team to support the firm's 700+ lawyers. The Competitive Intelligence Analyst will conduct in-depth research and analysis of companies, sectors, practice areas, geographic markets, technologies, and competitors using a comprehensive variety of online research tools. The Analyst will develop and communicate insightful and actionable intelligence to aid in strategic decision-making and drive business development, profitability, growth, prospective/client retention, and other business opportunities. This position reports to the Competitive Intelligence Manager and the location is flexible, although Washington, D.C. is preferred.

The scope of the research undertaken is varied and challenging, including economics and market sectors, routine company profiling on current and potential clients, competitors, new markets, and monitoring key targets or sectors. In this role, the Analyst will identify market trends, industry developments, client movements, and relevant client news to provide information for client development and attorney teams. The Analyst will compile and distill information into presentations, and provide a written executive summary largely to support client pitches and opportunities. The Analyst will also work collaboratively with the Client Development and Research Services departments to execute the firm's business and competitive intelligence deliverables.

The Competitive Intelligence team is a critical function of the firm, and the Analyst must be able to work in a fast-paced environment. The ideal candidate must have strong written, analytical, and project management skills, as well as the ability to prioritize tasks and meet tight deadlines.

### Essential Job Functions

- Under general direction, conduct in-depth research and analysis of key companies, sectors, industries, technologies, market segments, and competitors to uncover key, actionable information and summarize into concise deliverables.
- Identify and monitor trends and key clients to aid client development efforts for all practice groups and cross-disciplinary sector teams.
- Stay abreast of trends and technologies in the legal industry.
- Track research requests to demonstrate ROI, firm trends, and patterns.

### Desired Skills & Abilities

#### *Required Experience*

- 2 years minimum in a research-focused role ideally in business intelligence or in legal research.
- Clear understanding of the differences between information, research, and actionable intelligence.

- Highly curious, strong analytical skills, and ability to think strategically with the ability convey research in written form with attention to detail.
- Ability to digest, synthesize, and manipulate large sets of data into a clear, concise manner.
- Ability to manage multiple priorities and deadlines and has strong organizational skills.
- Proficiency in MS Excel, MS Word, PowerPoint, and Adobe.
- Basic knowledge of financial datasets and investor reports for analysis.
- Ability to follow complex instructions with a high degree of accuracy.
- Responsive and service-oriented with ability to adapt and reprioritize projects as needed.

### Desired Experience

- AmLaw 100, financial services, or professional services firm experience preferred.
- Working knowledge and experience using Internet-based corporate and legal research tools such as Hoover's, Westlaw, Lexis Advance, Monitor Suite, and other third-party resources and systems.
- Ability to demonstrate initiative, eagerness to learn.
- Self-starter with ability to work both collaboratively as well as independently.

### Education

- Bachelor's degree or higher.

Apply at:

<https://recruiting.ultipro.com/AKE1000ASEPA/JobBoard/b855fc7e-c6e0-90cc-b829-ddbebeb6f274/OpportunityDetail?opportunityId=71e619d6-ce0f-419b-af96-149ce71a08c8>