



⚡ Grounded in 5 sources

How to Land a **Data Analytics Job** in 2026

A step-by-step, insider-backed guide to landing your first data analytics job —without a CS degree or years of experience. Includes real tools, resume keywords, and shortcuts from working analysts.

📌 **Updated for 2026** 📄 **\$65-90K** Typical starting salary (US, source-reported)

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Start Fast

Clear first steps you can take this week.



Real Sources

Built from people who actually did it.



Honest Numbers

Source-reported pay, costs, and risks.

[Get the Full Guide Vault →](#)

🔒 Includes checklists, scripts & source-backed insights

YOU WILL LEARN

- ✓ Who This Guide Is For
- ✓ Why This Job Is Worth Looking At
- ✓ Pay Potential — The Real Numbers
- ✓ Opportunity Snapshot
- ✓ What The Job Actually Does
- ✓ Requirements

▶ **MODULE 01**

Who This Guide Is For

This guide is for job seekers who want to break into data analytics roles—especially those without a computer science degree or prior analytics job. If you're looking for a real, salaried job (not freelance or agency work), want to use tools like Google Sheets, Looker Studio, or Make.com, and need a roadmap that skips the fluff, this is for you.

▶ MODULE 02

Opportunity Snapshot

\$65-90K

Typical starting salary (US, source-reported)

**Data Analyst,
Business Analyst,
Reporting Analyst,
Operations Analyst,
Junior Data
Scientist, Analytics
Specialist**

Common job titles

3-6 months

Typical ramp time to first job (with focused learning)

**Looker Studio,
Make.com, Google
Sheets, Excel**

Most-used tools in entry-level roles

No CS degree required

Degree requirement for most entry/junior roles

▶ MODULE 03

Why This Job Is Worth Looking At

Data analytics jobs are in demand across industries—finance, healthcare, SaaS, logistics, and more. Unlike many tech roles, you don't need to code or have a STEM degree to get started. Many entry-level analysts use Google Sheets and Looker Studio daily, not Python or SQL. Companies value practical skills: building dashboards, automating reports, and making sense of messy business data. The work is visible, often leads to promotions, and pays above the US median salary.

▶ MODULE 04

What The Job Actually Does

A data analyst collects, cleans, and interprets data to help companies make decisions. Typical tasks include:

- Building dashboards in Looker Studio (formerly Google Data Studio) or Power BI
- Automating data collection using Make.com or Zapier
- Tracking key metrics (e.g., meetings booked, deals closed) in Google Sheets
- Preparing reports for management
- Troubleshooting data errors (e.g., failed webhooks, missing values)

You'll spend most of your time working with business teams, not just IT.

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▶ MODULE 05

Pay Potential — The Real Numbers

\$65-90K

Typical starting salary (US, source-reported, 2024-2026)

\$80-110K

2-4 years experience (promotion to mid-level)

\$120K+

Senior/Lead Analyst (5+ years, source-reported)

Entry-level roles at large companies (e.g., Goldman Sachs, SaaS firms) and fast-growing startups often start at \$65-75K. Promotions to mid-level can happen in 18-24 months if you master automation and dashboarding.

▶ **MODULE 06**

Requirements

Requirement	Details
Degree	Not required for most entry/junior roles (business, math, or econ helps)
Technical Skills	Google Sheets, Excel, Looker Studio, Make.com (no coding needed)
Certifications	Optional (see below)
Portfolio	1-2 real dashboards or reports (can be sample data)
Soft Skills	Communication, attention to detail, business curiosity

▶ **MODULE 07**

job requirements

Skills Needed

Skill	How It's Used
Spreadsheet mastery	Tracking and cleaning data in Google Sheets/Excel
Dashboarding	Building interactive dashboards (Looker Studio, Power BI)
Automation basics	Using Make.com to automate data flows
Business analysis	Translating business needs into metrics
Error troubleshooting	Finding and fixing data/reporting bugs

▶ MODULE 08

Certifications or Licenses

Certification	Provider	Notes
Google Data Analytics Certificate	Coursera	Well-recognized, covers Sheets, SQL basics
Microsoft Certified: Data Analyst Associate	Microsoft	Focuses on Power BI
Looker Studio Skill Badge	Google	Free, shows dashboarding ability
None required	-	Most entry jobs hire based on portfolio + skills

▶ MODULE 09

Beginner Roadmap

- 1 Sign up for a free Make.com account and Google account.
- 2 Complete the free Google Data Analytics Certificate (Coursera) or Looker Studio Skill Badge.
- 3 Build a sample dashboard in Looker Studio using Google Sheets data (e.g., meetings booked, deals closed).
- 4 Automate a simple data workflow: use Make.com to send Typeform or Google Form responses to a Google Sheet.
- 5 Document your process and results in a 1-page PDF or Notion page.
- 6 Apply to 5 entry-level analyst jobs using the alternate job titles listed below.
- 7 Share your dashboard and workflow as a portfolio piece in applications.

▶ MODULE 10

7-Day Action Plan

- 1 Day 1: Watch the 'Make.com Basics' video and create your free Make.com account.
- 2 Day 2: Complete the onboarding and set up a basic scenario (e.g., move Google Form data to Sheets).
- 3 Day 3: Sign up for Looker Studio and connect it to your Google Sheet.
- 4 Day 4: Build a dashboard tracking at least 2 metrics (e.g., meetings booked, proposals sent).
- 5 Day 5: Take screenshots and write a 1-paragraph summary of your dashboard.
- 6 Day 6: Update your resume with new skills and portfolio link.

7 Day 7: Apply to 5 jobs using the keywords and script below.




▶ **MODULE 11**

30-Day Action Plan

- 1 Week 1: Complete a free or low-cost data analytics course (Google/Coursera or Microsoft).
- 2 Week 2: Build two dashboards: one with real data (your own or public), one with sample business data.
- 3 Week 3: Automate a data workflow using Make.com (e.g., trigger a report when a Google Sheet updates).
- 4 Week 4: Apply to 15-20 jobs, tailoring your resume to each with the keywords below. Share your dashboards in applications.
- 5 Bonus: Reach out to 3-5 current analysts on LinkedIn for informational interviews.

▶ **MODULE 12**

Insider Secrets & Shortcuts

- 1 Use Looker Studio (formerly Google Data Studio) to build dashboards—many companies still call it 'Google Data Studio' in job listings. (Source: 'How to Create High-ROI Dashboards...')
- 2 Automate repetitive data tasks with Make.com—set up a scenario to move Typeform or Stripe data into Google Sheets. This is a real workflow used by working analysts. (Source: 'How to Create High-ROI Dashboards...')
- 3 Batch process data or calls using Make.com and Google Sheets triggers—skip manual entry and impress in interviews with this automation. (Source: 'Complete Retell AI'   

Tutorial for Beginners')

- 4 For error troubleshooting, check detailed logs and webhook statuses in your tools. Many beginners ignore this and can't explain failed automations in interviews. (Source: 'Complete Retell AI Tutorial for Beginners')
- 5 Entry-level analysts at large firms (e.g., Goldman Sachs) often started with no coding—focus on business analysis and automation, not just technical skills. (Source: 'So You're Building AI Agents... Now What?')

▶ **MODULE 13**

Exact Resume Keywords

Keyword/Phrase	Where to Use It
Looker Studio (Google Data Studio)	Skills, Experience
Make.com automation	Skills, Projects
Dashboard development	Skills, Experience
Google Sheets data analysis	Skills, Projects
Business analysis	Summary, Experience
Data cleaning	Skills, Projects
Reporting automation	Skills, Experience
Error troubleshooting	Skills, Experience

▶ **MODULE 14**

Copy/Paste Application Script

▶ MODULE 15

Interview Talking Points

- 1 Describe a dashboard you built in Looker Studio—mention specific metrics tracked (e.g., meetings booked, deals closed).
- 2 Explain how you automated a data workflow using Make.com and Google Sheets.
- 3 Share a time you troubleshooted a failed automation or data error (e.g., checking webhook logs).
- 4 Highlight your ability to translate business needs into actionable metrics.
- 5 Emphasize communication skills—how you present data to non-technical teams.

▶ MODULE 16

Red Flags / Scams To Avoid

Warning

Avoid any 'data analyst' job that requires upfront fees, asks you to buy software, or only pays per 'training period.' Real analyst jobs pay a salary and do not require you to pay for access. Also, beware of job listings that only mention 'data entry'—these are often low-paid and not true analytics roles.

▶ MODULE 17

Source Notes

"I was working in automation...I started building stuff in my free time after work learning other no code workflow builders...before I had even 500 subscribers...business owners were asking me if I could help them build an automation."

— So You're Building AI Agents... Now What?

- [1] Complete Retell AI Tutorial for Beginners | Everything You Need to Know to Get Started

- [2] How to Create High-ROI Dashboards You Can Charge For Using Make.com

- [3] So You're Building AI Agents... Now What?

- [4] Make.com Basics (No Unnecessary Fluff)

- [5] SimplyLearn Business Analyst Training

▶ RESOURCE GUIDE

Resources, Certifications & Direct Links

Tap straight into search results, certification training, and paid apprenticeships for this path.

🔍 DIRECT SEARCH LINKS

Indeed — open roles

biggest board ↗

LinkedIn Jobs

apply + network ↗

ZipRecruiter

1-click apply ↗

Google — near me

local + niche boards ↗

Glassdoor — real salaries

verify pay ↗

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Hack

Set a saved-search alert on **Indeed** + **LinkedIn** for this exact term — new roles hit your inbox before they're crowded.

▶ TOOL GUIDE

Tool Stack — Organized by Category

Every tool for this path, grouped by category. Free tools first, paid last. Tap any logo to open it.

Job Boards

7 free · 0 paid



Indeed

Largest job board

Free



LinkedIn Jobs

Jobs + networking

Free



Remote OK

Remote jobs board

Free



USAJOBS

Federal government jobs

Free



We Work Remotely Remote-only jobs

Free



Wellfound

Startup + tech jobs

Free



ZipRecruiter






Quick-apply job board

Free









Resume & ATS

5 free · 0 paid

	Jobscan	ATS keyword matching	Free	↗
	Kickresume	Templates + AI writer	Free	↗
	Resume Worded	Resume + LinkedIn scoring	Free	↗
	Rezi	AI ATS resume builder	Free	↗
	Teal	Resume builder + job tracker	Free	↗










AI Assistants

5 free · 1 paid

	ChatGPT	Writing, ideation, prompts, drafts	Free	↗
	Claude	Long docs, reasoning, coding, agents	Free	↗
	Google Gemini	Google-integrated AI	Free	↗
	Perplexity	AI research with live sources	Free	↗
	Poe	Many AI models in one app	Free	↗
	Grok	X-integrated AI	Paid	↗





Learning & Certifications









6 free · 3 paid

-  **AWS Skill Builder** Free AWS cloud training Free [↗](#)
-  **Coursera** Courses (audit free) Free [↗](#)
-  **freeCodeCamp** Free coding + certs Free [↗](#)
-  **HubSpot Academy** Free sales/marketing certs Free [↗](#)
-  **Professor Messer** Free CompTIA training Free [↗](#)
-  **Salesforce Trailhead** Free Salesforce admin path Free [↗](#)
-  **CompTIA CertMaster** Official A+/Net+/Sec+ prep Paid [↗](#)
-  **Google Career Certificates** Job-ready certs (IT/data/cyber/UX) Paid [↗](#)
-  **Udemy** Cheap skill courses Paid [↗](#)

Productivity

4 free · 0 paid

-  **Calendly** Booking / scheduling calls Free [↗](#)
-  **Google Sheets** Trackers + light CRM Free [↗](#)
-  **Loom** Screen-record pitches/looms Free [↗](#)
-  **Notion** Docs, dashboards, templates Free [↗](#)

-  **CapCut** Short-form video editing Free [↗](#)
-  **CapCut Commerce** UGC ad templates Free [↗](#)
-  **Descript** Edit video by editing text Free [↗](#)
-  **ElevenLabs** AI voiceover Free [↗](#)
-  **HeyGen** AI avatar / UGC video Free [↗](#)
-  **OpusClip** AI long-to-short clipping Free [↗](#)
-  **Runway** AI video generation Paid [↗](#)
-  **Submagic** AI captions + b-roll Paid [↗](#)

Money tip

Stack the **free** tools first. Only pay once a tool is directly making or saving you money.

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THE JOBHACKI ARSENAL

This guide is 1% of what members get

The community unlocks the tools that do the heavy lifting for you:



OmniCut

Upload any video — get back a timestamped, cut-by-cut edit blueprint: hooks, vocal cues, effects and animation calls, all mapped to the viral frameworks behind our own content. You (or your AI editor) just follow the map.



JobHacki Resume Builder

Our exact one-page, recruiter-tested template — auto-built from your LinkedIn in minutes, exported as an editable doc + PDF.



JobHacki Readiness Simulator

Paste any job link. Get tested on what the role actually requires, see your readiness score, and get the fastest study path to close the gaps.



Atlas Directory

Every guide and career path we publish — refreshed by 24/7 AI researchers so you never act on stale info.

[Join the JobHacki Community →](#)

Join free today — founding-member pricing locks in before the tools go paid.

WHAT EACH TOOL ACTUALLY DOES



OmniCut

OmniCut watches your entire video the way an elite editor would — every frame, the full transcript, your offer and what you're actually selling — then runs it through the viral frameworks behind our own content. What you get back is a timestamped editing score: your video chopped into 10-second sequences, each with exact vocal cues, audio cues, effect calls and animation directions. Copy a sequence, paste it into Gemini Omni, and generate that cut — then the next, then the next, until the whole edit is done. Runs as a custom GPT inside ChatGPT (you'll need a ChatGPT account), purpose-built for Gemini Omni video editing the day it drops.



JobHacki Resume Builder

Drop in your LinkedIn (or paste your experience) and it rebuilds everything into the exact one-page format we use: tight summary line, education with the details recruiters scan for, metric-driven experience bullets, and the 10-category skills stack that beats ATS keyword filters. Out comes a polished PDF plus a fully editable doc — change any line later without starting over. Single-industry and multi-industry versions included.



JobHacki Readiness Simulator

Paste a real job posting link. The simulator breaks down what that role actually demands — skills, tools, terminology, scenarios — and tests you on it: multiple choice, written answers, even voice roleplay for interviews and sales calls. You get a Readiness Score out of 100 across skill match, tool match, communication and interview readiness, plus the exact study plan to close your gaps — linked straight to the guides, certs and resources that fix them.



Atlas Directory

The full living library: 100+ grounded, step-by-step playbooks across AI businesses, careers, trades, healthcare paths and side income — every one built from people who actually did it, never theory. Our AI researchers monitor hundreds of creators and sources around the clock, so tools, pay data and methods stay current. Search it, filter it, read online or download any guide as a PDF.

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