

## **Business Analyst**

### **Position Summary**

The Business Analyst (BA) will be responsible for developing business solutions by gathering and analyzing a client's business processes, requirements, managing requirements, planning projects and designing and performing testing.

### **Responsibilities:**

- Lead and participate in requirements gathering sessions with client business and IT personnel
- Planning, conducting, documenting, and directing the analysis of complex business problems and processes
- Development and implementation of internal and external workflow
- Translate business requirements to functional requirements
- Document results from analysis
- Meet with the business subject matter experts to ensure requirements meet expectations
- Create specifications (Use Case, User Interface Specifications, Data Mappings) for systems to meet business requirements
- Design layouts for the system and define data requirements to support design
- Identifying, evaluating and developing systems and procedures, which are cost effective and meet user requirements
- Designing and developing custom applications
- Provide support to the development team for functional requirement issues
- Assist in the writing of the test plan
- Write test cases & scripts
- Conduct functional testing of the system
- Assist in testing application to ensure that the application meets the functional requirements (traceability).
- Document software defects; conduct defect disposition meetings
- Create the required application documentation
- May provide consultation to users in the area of automated systems
- Maintaining and enhancing existing applications to accommodate changes in the business processes
- Designing and implementing interfaces to legacy systems
- Identifying and incorporating performance tuning
- Assist project manager with issue and risk identification
- Change request (enhancement) management

### **Requirements:**

- 3-5 Years of Business Analyst or Related Experience
- Experience with a variety of business processes and working through process change methodologies, i.e. Reengineering, SixSigma, etc.
- Demonstrable understanding of UML and business process modeling
- Familiarity with web based application development and technologies like J2EE, .NET, XML, etc.
- Experience with software development lifecycle
- Excellent business function and process analysis and visualization skills
- Very strong written and oral communication skills
- Problem solver with strong analytical skills
- Outstanding interpersonal skills, strong work ethic, self-motivated, and excellent presentation skills

- Self initiated, enthusiastic and driven to succeed
- Ability to work independently, but also successfully work on a team
- Detail oriented and sound independent judgment
- Knowledge of RUP and Rational tools a plus
- Experience developing and executing test plans and scripts using testing tools by Rational, Mercury, or Compuware.
- Excellent Desktop Tools Skills, including Office, Visio, MS Project
- BS in Business, Computer Science, or related field, Advanced Degree Preferred