Business Analyst

Phone :
Web :

Job Summary

Vacancy :
Deadline : Aug 18, 2024
Published : Jul 18, 2024
Employment Status : On-site
Experience : Any
Salary :
Gender : Any
Career Level : Any
Qualification :

Job Description

As a member of the Information Technology team, the Business Analyst works closely with business stakeholders from multiple departments to identify and implement opportunities to solve business problems, and drive efficiencies, through the application of enterprise information technology. The Business Analyst acts as an intermediary between the IT technology teams and business clients to collect, clarify, and translate business requirements into documentation and conceptual designs using appropriate tools and models. The Business Analyst take a lead role in the management of new IT solution projects, including development of business cases, project plans, and change management strategies, and working closely with sponsors and stakeholders to provide project status updates.

Job Responsibilities:

• Work with business stakeholders across multiple business departments to define and understand business problems, needs, and opportunities.
• Research and assess new technology to meet business needs.
• Develop detailed business cases assessing multiple solution options and use both qualitative and quantitative data to recommend option to business decision makers.
• Work with business stakeholders and technical resources to develop solutions to meet business needs.
• Develop prototypes of new solutions to support business needs validation.
• Work closely with application development and support teams to translate business requirements into a working solution.
• Document test cases for validation of new IT solutions.
• Develop and execute test scenarios on new functionality.
• Facilitate user acceptance testing and sign-off on new functionality.
• Document reference material for new functionality and train end-users where applicable.
• Work with Application Support teams to troubleshoot reported problems with existing IT applications (i.e., bugs, functionality gaps, etc.) and facilitate implementation of fixes.
• Directly update system configurations; or work with low-code automation solutions (including reporting tools), to directly build new solutions where applicable.

Qualifications:

Education and Experience

• A post-secondary degree or diploma in Business Administration, Accounting, or Information Technology (or related field), or an equivalent combination of formal training and work experience.
• A recognized industry certification in Business Analysis (i.e., CBAP) or Project Management (i.e., PMP) is an asset.
• Experience performing one or more of the following functions in a workplace or academic capacity:
- Project management
- Business process mapping
- Root cause problem analysis & solutions design
- Documenting and validating business requirements for IT solutions
- Business case development
• Experience working with Enterprise Resource Planning (ERP), Material Requirements Planning (MRP), or Customer Relationship Management (CRM) solutions is an asset.
• Experience working as a Business Analyst in a manufacturing, distribution, or ecommerce industry is an asset.

Skills and Knowledge

• Advanced knowledge of following Microsoft products: Word, Excel, Visio and PowerPoint.
• Knowledge of Agile software development methodology.
• Knowledge of current and emerging enterprise technologies.
• Proven ability to manage and prioritize multiple tasks and meet deadlines.
• Exceptional written and verbal communication skills.
• Exceptional interpersonal and team-work skills.
• Strong technical aptitude.
Job Type: Full-time
Schedule:
• Monday to Friday
Work Location: In person

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits