

# Business Analyst

Phone :

Web : <https://synergy1cc.com/job/business-analyst/>



## Job Summary

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Vacancy :

Deadline : Apr 18, 2024

Published : Mar 18, 2024

Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

## Job Description

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Vretta is looking for a driven Business Analyst with exceptional analytical thinking and communication skills. This position also requires excellent organizational skills and creative problem solving ability. The Business Analyst should have the attitude and energy to ensure that our partners and staff function productively, strategically, and feel accomplished.

### Responsibilities

- Developing enough understanding of clients' operational and strategic goals to be able to anticipate their requirements and advise them on best practice in the context of our technology.
- Evaluating business processes and uncovering areas for improvement.
- Acquiring in-depth understanding of project requirements and using this to influence project planning.
- Gathering client and stakeholder requests and ideas through collaborative sessions, organizing and presenting them to product teams in a digested format to influence sprints.
- Collaborate with internal team members to track progress and impact, with a view to keep clients up to date through data driven reports.
- Developing meaningful and sustainable relationships with partners, and responding to questions and concerns from managers and executives with supporting research and recommendations.
- Communicating with the teams and clients to ensure all requirements, deliverables, and milestones are clear, and all internal and external stakeholders are aligned and engaged.

### Requirements

- Excellent planning, organizational, analytical, problem-solving, and time management skills.
- Excellent documentation skills and working ability with project management tools (GitLab, Notion.io, Trello, Google Suite, and MS Suite).
- Proficiency in gathering requirements and bringing them into the pipeline.
- Experience with collecting information to produce and present detailed reports.
- Strong client and relationship focus, a people person to facilitate positive internal and external stakeholder relationships.
- Highly motivated, organized, personable and able to work well in a collaborative environment.
- Genuine enthusiasm for education!

### Why Join Vretta

- Work in an environment where every individual's contribution is crucial to the company's culture, products, and clients.
- Work at the cutting edge of education on products that make a meaningful impact on students' lives globally.
- Organic and stable business model offering great stability for employees.
- A globally distributed, diverse team that operates based on trust.
- Competitive benefits package and professional growth.
- Lots of team activities and fun!

### About Vretta

We have dedicated the past 14 years towards the modernization of assessment and learning experiences that have transformed educational practices for ministries of education, academic institutions, examination bodies, and training organizations around the world. Today, our team of over 100 architects, designers, technologists, psychometricians, and project ninjas support our partners transition from legacy e-assessment and learning systems to world-class technology solutions that are efficient, equitable, flexible, and drive student-success. We welcome you to join us on our mission of giving every student the opportunity to succeed in their academic lives and beyond.

### Applying

We look forward to hearing from you, but please note that due to the volume of applications that we usually receive for our job positions, only those shortlisted for next steps will be contacted. Vretta is committed to providing reasonable accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs in all stages of the hiring process.

To stay in touch with Vretta and keep up-to-date on all open opportunities, follow us on LinkedIn, Facebook, and Twitter!

Job Types: Full-time, Permanent

Benefits:

- Dental care
- Extended health care
- Life insurance
- Paid time off
- Vision care
- Work from home

Schedule:

- 8 hour shift
- Monday to Friday

Application question(s):

- How many years of experience do you have in business analysis or a related field?
- How many years of full-time work experience do you have?

Work Location: Remote

**Education & Experience**

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**Must Have**

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Google Suites Trello Business Process Improvement Project Management GitLab Microsoft Office Business Analysis

**Educational Requirements**

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**Compensation & Other Benefits**

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