

## Application Business Analyst

A system analyst works as a liaison among stakeholders in order to elicit, analyze, document, communicate and validate requirements for changes to business processes, policies and information systems. The system analyst understands business problems and opportunities in the context of the requirements and recommends technology solutions that enable the organization to achieve its goals.

### Job Responsibilities:

- Quickly understands the business issues and data challenges of client's organization and industry.
- Identifies client organization's strengths and weaknesses and suggests areas of improvement.
- Reviews and edits requirements, specifications, business processes and recommendations related to proposed solution.
- Develops functional specifications and system design specifications for client engagements.
- Leads testing efforts.
- Ensures issues are identified, tracked, reported on and resolved in a timely manner.
- Works with client personnel to identify required changes.
- Communicates needed changes to development team.
- Assists in enforcement of project deadlines and schedules.
- Takes input from supervisor and appropriately and accurately applies comments/feedback.
- Communicates and applies project standards.
- Manages resources in accordance with project schedule.
- Consistently delivers high-quality services to our clients.
- Understands the components of running a fiscally successful project.
- Conducts effective progress evaluations in a timely manner.
- Mentors those with less experience through informal channels.
- Seeks and participates in development opportunities above and beyond training required by us.
- Trains other innovators through both formal and informal training programs.
- Suggests areas for improvement in internal processes along with possible solutions.
- Leads internal teams/task forces.

### Requirements:

#### Communication

- Assists in the facilitation of team and client meetings.
- Delivers informative, well-organized presentations.
- Understands how to communicate difficult/sensitive information tactfully.

#### Technical Understanding

- Possesses understanding in the areas of application programming, database and system design.
- Understands Internet, Intranet, Extranet and client/server architectures.

#### Problem Solving

- Identifies critical issues with ease.
- Exhibits confidence and an extensive knowledge of emerging industry practices when solving business problems.
- Pushes creative thinking beyond the boundaries of existing industry practices and client mindsets.

#### Leadership

- Generates enthusiasm among team members.
- Proactively seeks opportunities to serve in leadership roles.
- Challenges others to develop as leaders while serving as a role model.
- Manages the process of innovative change.

#### Teamwork

- Facilitates effective team interaction.

- Acknowledges and appreciates each team member's contributions.

#### Client Management

- Develops relationships with client personnel that foster client ties.
- Communicates effectively with clients to identify needs and evaluate alternative business solutions with project management.
- Continually seeks opportunities to increase customer satisfaction and deepen client relationships.
- Manages client expectations effectively.