

JOB DESCRIPTION

Job / Position Title:	BUSINESS ANALYST / SENIOR BA	Job Category:	Team Member / IC
Department/Group:	TE – Business Analysis	Job Code	BA/ 01 /2018
Location:	Dublin, Ireland	Position Type:	Regular Full-Time
Designation / Grade	TE – Business Analysis	Reporting to	Delivery Manager

Role Purpose:

Determines operational objectives by studying existing business functions and processes and matches them to system capabilities. Gathers information, analyzes requirements and evaluates output of requirements and formats. Identifies problems and suggests improvements to address gaps between the baseline system and/or environment and the system of interest being deployed. Design modifications in collaboration with technical teams based on the expected efficiency improvements. The Senior Business Analyst prepares for and conducts process analysis, creates documents and presents analysis and modelling results. Transfer knowledge to application and database developers, QA team and project managers. This role is expected to translate business functions and needs into a consumable format for a technical audience while maintaining compliance to contractual requirements to client specifications.

Job Description

Responsibilities:

- Client Business Requirements Gathering, Analysis and Functional/ Technical Specifications –
 - Work closely with IT Business users (wherever applicable) to define business requirements of related business processes
 - Work closely with Business Team, Business Analyst(s), Configuration Analyst(s), Client team and other related stakeholders
 - Own and perform/ collaborate with others on the analysis, review and functional/ technical design and specifications of system features requested by assigned clients.
 - Create process workflow charts and system data flow diagram matching with business requirements while noting key elements such as performance metrics, user inputs and exception scenarios.
 - Participate in the planning and direction of schedules, project milestones, phases and elements as needed to ensure project success.
- Project Delivery and Client Relations –
 - Provide subject matter expertise to assist the developers and testers during the technical design, implementation and testing phase.
 - Closely working with Development team for the smooth and timely delivery of the project right
 - Identify the project dependency, threats and ensure it is documented and communicated to Project Management / project team(s).
 - Ensure that clear and concise information about the as-is and target business processes, consult business regarding potential process changes and foster productive client relationships.
 - Coordinate professional delivery of services to the client.
 - Coordinate between external interface vendors and the project team.
- System Testing –
 - Defect tracking and reporting.
 - Discover, triage defects based on business criticality and find resolution in co-ordination with Development team.
 - Proficient in execution of various stages of Manual Testing & Functional Testing, Regression Testing, Integration Testing, User Acceptance Testing, System Testing.
 - Perform exploratory testing as required (i.e. act as the quality gate for Scrum team)
 - Assists in translating requirements into test cases and expected results for UAT and maintain traceability.

- Client Education and Training –
 - Assist in training the end users of the application, ad hoc reporting and other applications as needed.

Required Skills / Experience

- Graduate with B. E / B. Tech, MCA or equivalent degree.
- 6 - 12 years of experience as Business Analyst in large enterprise environment preferably in banking, finance or transportation domain.
- Strong written, verbal communication and interpersonal skills with proficiency in English is a must.
- Self-sufficient, motivated, effective, pro-active, resilient and can work independently and with a large team.
- Strong analytical skills, capable of guiding decisions on building application logic based on business needs.
- Should be familiar with all phases of the SDLC, agile process.
- Proficient in review of requirements, grouping them in business cases, writing use cases and business rules.
- Experience with writing various requirement documents like FSD, SDD, SRS, ICD, FRS, UATs, Design Documentation.
- Experience in Agile Business analysis, understanding of product backlog, writing requirements in the form of user stories.
- Experience with setting up and use of requirement management tools like TFS or Spira.
- Experience in working with standard tool suites (JIRA, Enterprise Architect, HP ALM, TFS etc.) and techniques.
- Flexibility to coordinate and/ or maintain communications with a global delivery team

Preferred skills:

- U.S. based experience working with the end client
- Agile SCRUM certification (Product Owner or Scrum Master)
- Business Analyst Certification, for example, a Certified Business Analysis Professional (CBAP)
- Experience in electronic tolling (ETC), banking or finance industry
- Available for travel to client meetings/ workshops and business development events as needed

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