

## **Job Description for Business Analyst.**

### **Change Management / New requirements of client**

- Understanding the client needs and objective.
- Coming up with proposed solutions to meet client needs,
- Writing business requirement and proposed solutions.
- Interacting with the development team to explain them the new requirement.
- Testing / help test the new requirements to ensure it meets the client's objectives.
- Helping / preparing release notes/user manual of the new features developed.
- Preparing process flows, wireframes & mockups.
- Gap Analysis.

### **Client Interaction(Training and Implementation and other solutions)**

- Provide Training to client about how to use the solution and get the desired output. (Onsite and Offsite)
- Helping configure system to generate rules and alerts.

### **Tracking Projects**

- Ensuring the implementation of the solution is on track and co coordinating with other teams if it gets delayed.

### **Must Have**

- Excellent Communication skills, both written and Verbal
- Self-Driven
- Persistent & willingness to perform under pressure

### **Who can apply:**

Bachelor of Engineering (EXTC, Comps, IT, Electronics), MBA Marketing. B.Sc(IT)