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# Example of BSA Analyst Job Description

Our innovative and growing company is hiring for a BSA analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for BSA analyst

* Reviews SARs filed by FIU prior to approval by BSA Manager
* Reviews SAR/FIU cases prior to BSA Manager approval
* QA testing activities
* UAT testing activities
* Responsible for completing various functional tasks related to the monitoring and surveillance program
* Follow all policies and procedures for all processes outlined
* Responsible for attending outside training and documenting such training for Internal Auditors and / or regulators
* Responsible for preparing supporting documentation for all types of investigations
* Responsible for learning to use World-Check, Lexis-Nexis and other vendors as required
* May assist in developing moderate to complex test plans and test conditions of business systems and interface applications

## Qualifications for BSA analyst

* Plan, elicit, analyze, document, communicate and manage requirements to meet business needs
* Partner with project management to identify projects’ interdependencies
* Participate in requirements effort estimation
* Analyze and document detail system requirements using Use Cases, Business Rules, Data, Messages, User Interface and Non Functional requirements or other PMF/SDLC compliant documentation formats
* Requirements planning including stakeholder analysis and effort estimation Requirements elicitation techniques – document analysis
* Analyze and document high level system requirements with Use Case Modeling or other complient techniques