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# Example of Business Analyst Intern Job Description

Our company is looking for a business analyst intern. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for business analyst intern

* Contribute to planning, design, development, and deployment of mobile / web applications
* Working with internal and external resources, external vendors, to ensure all information is accurate
* Assume role in business unit business and strategic planning cycle
* Analyze capital investment projects
* Provide analytical support for the company on a broad range of topics
* Develop and present results of analysis and business plans to management
* Provides analytical support for the Company on a broad range of topics that may include finance, economics, construction, operations, and engineering
* Assists in the economic evaluation of opportunities by completing IRR and NPV calculations
* Assists in developing short-, medium- and long-term financial planning, sensitivity analysis and key financial measures
* Develops and prepares materials for corporate presentations

## Qualifications for business analyst intern

* Advanced reporting skills desired with Excel, Pivot Tables, Microsoft Office Suite
* Assist in the daily management and administration of project & support activities
* Pursuing a bachelor’s degree in MIS, IS or related field
* Junior/Senior status
* Ability to work 40 hours a week, May- August for 10-12 weeks
* Currently pursuing a BS or MS in Computer Science, or similar