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# Example of Business Analysts Job Description

Our innovative and growing company is looking for a business analysts. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for business analysts

* Assess technology solutions with GAP analysis in order to determine how closely the solutions meet the stakeholders’ requirements
* Validate the solution to ensure that the delivered solution fits the business needs
* Work independently or with experts on solution design, implementation, support, maintenance and enhancement of information systems solutions in Oracle E Business suite modules
* Develop requirements documents, user documentation, manuals, training materials, and job aids
* Review test plans and testing methodology to mitigate risks and to ensure the systems meet functional and performance requirements
* Ensure that processes and controls are in place to ensure quality control
* Gather, analyze, and document requirements, current practices, workflows, and business needs to identify efficiencies, alternatives, and gaps
* Analyze internal information technology capacity, vendor capabilities, and business processes to suggest improvements, propose automation, and streamline business intelligence and decision processes
* Analyze best approach to solving systems problems (innovation vs
* Ensure that the Solution Architecture aligns with the roadmaps established by the enterprise architecture

## Qualifications for business analysts

* Ability to logically and systematically analyze and solve software problems
* Ability to express technical concepts and procedures clearly, precisely, and in easy to understand information, verbally and in writing
* Efficient in the use of business software applications required to fulfill the functions of this position
* Ability to learn and then train others on new applications
* 7-10 years software test management experience
* Strong understanding of all aspects of the software development life cycle