Downloaded from <https://www.velvetjobs.com/job-descriptions/business-senior-analyst>

# Example of Business Senior Analyst Job Description

Our growing company is looking to fill the role of business senior analyst. 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 senior analyst

* Lead user groups in assessing enhancement alternatives and in identifying and prioritizing system enhancement and change requests
* Act and liaison between business and information technology
* Perform and additional responsibilities as assigned
* Present flexible, scalable and supportable options to stakeholders and help them vet alternatives that support project and business objectives
* Collaborate with, and facilitate communication between, different departments and business partners in order to drive change
* Proactively estimate, plan, manage, communicate and execute essential duties with a focus on the uniqueness of each project
* Independently execute on complex configuration and reporting
* Collaborate with, and facilitate communication between, IT and business partners in order to drive change
* Demonstrate how new technologies, best practices and trends can be incorporated into business and IT processes leveraging a strong understanding of end-to-end processes
* Collaborate with stakeholders to identify and maintain product vision and supporting plans that outline both short and long term goals

## Qualifications for business senior analyst

* Responsible for ensuring requirements are clearly baselined and manage changes to those requirements through a versioning process
* Identify and document changes through the project change control process
* Maintain traceability of requirements and maintain the relationships between artifacts
* Perform impact analysis when changes are requested as part of the change control process
* Maintain requirements for re-use
* Enforce consistency between requirements