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# Example of Business Systems Analyst, Staff Job Description

Our innovative and growing company is hiring for a business systems analyst, staff. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for business systems analyst, staff

* Collaborates with key IS staff in the acquisition, configuration, development, testing, and implementation of solutions (vended and internally developed) with a moderate level of complexity
* Participates and collaborates with key stakeholders in the development of training and knowledge based materials and in training peers, end-users, and other IS team members
* Participates in the creation and management of project plans for projects with a moderate level of complexity
* Under supervision, develops and implements communication plans to all stakeholder groups and manages customer and stakeholder expectations
* Propose and advocate solution recommendations that align to short- and/or long-term strategic plans and roadmaps
* Partner and Lead business and development teams to analyze and develop the best solution design and approach as a hands-on analyst
* Combine industry expertise with an advanced understanding of information technology to develop innovative business solutions
* Lead analysis teams on large projects
* Lead business studies and present study results to Technology and Business management
* Define and direct process improvement activities within TriNet and training of peers and clients

## Qualifications for business systems analyst, staff

* Engage in initial/pilot implementation projects upon release deployment to ensure readiness requirements and support processes function as designed/intended
* Review and understand requirements for project deliverables based on work intake documentation
* Partner with and support team members in both domestic and international offices
* Create, review and communicate project and process documentation to the extended internal team
* Assist management with the planning and design of readiness, project, and support processes and overall improvements
* Make recommendations on enhancements to support business activities