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# Example of Finance Business Analyst Job Description

Our company is looking for a finance business analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for finance business analyst

* Responsible for elicitation, analysis, and documentation of business requirements in the area of Finance
* Generate and review monthly and quarterly reporting requirements consisting of operational metrics and ad-hoc schedules for the portfolio
* Support SAP FI / CO ERP systems in English, other support systems
* Own configuration within PeopleSoft Finance - General Ledger, Accounts Payable, Expenses, Asset Management, Allocations, nVision, and eProcurement
* Coordinate and works with internal and external parties to organize the various components needed to initiate, run, and conclude major projects
* Track costs and performance, service levels, and other metrics required to ensure project goals and objectives are met
* Assist with facilitating project governance and corporate priorities
* Attends and actively participates in team meetings
* Contribute to the design, development, and maintenance of dashboards
* Develop and propose new metrics to foster actionable intelligence

## Qualifications for finance business analyst

* Sound process and analysis skills
* You will be Co-implementing project plans with the IT lead developer, ensuring timeframes are estimated accurately, issues and risks are tracked, and slippage is mitigated with the goal of meeting deadlines and delivering quality solutions
* Handel business clients through the project life-cycle, including Steering Committee presentations, issues resolution meetings, requirements prioritization and change control procedures
* Facing off with the IT lead developer translating specifications to design, documenting high level system architecture and data flows, and assessing feasibility
* You will need to ensure ensure Agile SDLC practices are followed throughout the project life cycle, including appropriate manager sign offs, organized documentation in shared locations, escalation of relevant issues, and required Steer ratifications to keep the project on track
* Conduct user work sessions to document the current and target state business processes and produce business requirements and functional specifications artifacts