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# Example of Project Manager / Business Analyst Job Description

Our company is growing rapidly and is hiring for a project manager / business analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for project manager / business analyst

* Experience in Clearing or Prime Brokerage (beneficial)
* Subject matter expertise in Derivatives / Foreign Exchange Prime Brokerage (FXPB) products (beneficial)
* Subject matter expertise in middle office processes (beneficial)
* Pro-active with a delivery orientated approach
* Able to take direction as needed being able to work independently
* Get involved in international and large business and regulatory change initiatives and transformation programmes (new business offerings, and efficiency projects)
* Act as a source of expert knowledge on initiatives existing systems, products and services
* Researches and recommends solutions for the design and development work on projects and processes
* Designs, develops, delivers and maintains the architecture and deployment of global SSC support, communication & technology platforms
* Aligns and Manages internal SSC and external resources, including SSC customers, IT staff and software vendors

## Qualifications for project manager / business analyst

* Support of the Cash / FX Program Manager as required
* The ability to work independently part of a team within a large team, sometimes under stress, but always under control
* Develop and confirm business case with measurable benefits and costs (and related ROI)
* Manage work plan development, requirements collection, client and IT expectations, issues, risks and scope changes throughout all phases of the project
* Manage and track all project expenses to budget
* Business Process Definition, Analysis & Solution Design