



Example of Business Analyst, Operations Job Description

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

Responsibilities for business analyst, operations

- Work on multiple projects and coordinate work efforts with other team members
- Translate data into meaningful interpretations and recommendations and then implement the necessary improvements
- Management of performance dashboards and regular reporting
- Understand business processes to formulate/develop new and modified information processing systems that support the profitable growth of the company and its client delivery organizations
- Provide analysis to improve and maintain productivity and profitability for all aspects of the company's operations
- Able to manage a small staff to help oversee data quality/integrity
- Monitor and review the FFT tool within Clarity to provide Sales and Margin forecasts to the Finance team for the monthly POR updates and Annual Budget
- Part of team responsible for Month End closing to a strict 3-day timetable for Financials into HFM (Reporting system)
- Monitoring actual performance versus budgets/forecasts and reviewing/commenting on variances
- Assist with sales reporting for all levels of Management the reporting requirements of Sales Representatives

Qualifications for business analyst, operations

- Bachelors degree in Business, Finance, Real Estate, Construction Management, Facilities Management or related field
- Expertise in handling sales data such as pipeline, bookings, revenue, Account, GTM, opportunity
- Bachelors degree or equivalent experience level
- 5 years of Business Experience in any function with similar responsibilities in data analytics, change management, and project management
- 5 years experience in Purchasing, Accounts Payable, or Finance