



Example of IT Business Analyst Job Description

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Our company is searching for experienced candidates for the position of IT business analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for IT business analyst

- May coach, lead or manage others
- Serve as primary contact to the business for projects
- Present overall solutions with ROM estimates first to Senior Management intake team within FASST, by adherence to the standards set by EETS on ROM estimates with overall assumptions, and next to the EETS intake review submissions meeting for approval, held on a weekly basis
- Provide subject matter expertise for business process areas and supporting systems
- Provide an efficient and consistent route into ICT
- Promote the ICT change process
- Liaise with the business 3rd party suppliers and internal technical terms to ensure that change/user requirements are understood
- Ensure change records are maintained within the current change process system
- Examine and document existing business models and data flows
- Review test cases to ensure requirements and user scenarios are being adequately tested and acceptance criteria is appropriate

Qualifications for IT business analyst

- Must have at least 2 years experience on either the Functional/Business and/or Technical side to be able to quickly understand and assess the

- Analysis, breakdown, and communication of complex business and technical processes, problems, and issues
- Effective, clear, and consistent technical writing
- Expertise in IT systems development lifecycle
- Ability to facilitate communications between and among highly experienced business and IT associates
- Excellent analytical skills with a basic knowledge of IT architecture