



Example of IT Business Analyst Job Description

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

Responsibilities for IT business analyst

- Manage the larger efforts of projects as necessary
- Ensure overall effectiveness of IT solutions in the areas of day-to-day operations, user support, new enhancements, break-fix, testing and reporting
- Manage the relationships with internal customers
- Gather and record business requirements that must be met by IT solutions
- Work with the development team to create the solution that meets all requirements
- Test all new solutions against requirements and performance objectives
- Review new solutions with users and manage the User Acceptance process
- Manage the change recording and tracking process, including new requests and break-fix
- Manage the incident investigation and resolution process
- Create activity, performance and problem reporting and review with internal customers on a regular basis

Qualifications for IT business analyst

- Prior Warranty Applications/Business Process experience
- Ability to assist in conducting and facilitating workshops, define requirements, estimate, assess and plan projects
- Strong analytical skills, IT Service operations, business process realignment, and the financial and political elements of an IT organization
- Facilitate and coordinate meetings, and negotiate consensus with teams
- Partner with end users, sponsors, technical leads, contractors and developers

