



# Example of IT Business Senior Analyst Job Description

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Our company is growing rapidly and is hiring for an IT business senior 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 senior analyst

- Challenge existing business processes to discover better ways of doing business
- Understanding key business priorities of the division and encouraging/facilitating/driving small teams to look to data to provide insights that can help achieve divisional objectives in these priority areas
- Work with the platform capability teams in IT hubs to enable capabilities that will support the business stakeholders with data and capabilities to solve their insights needs
- Work with the business to define/refine process/structure to govern, maintain and adopt information assets
- Thoroughly understand the processes, drivers, goals and procedures of the business unit(s) you are supporting
- Gather requirements from business users and record them clearly in a format useful to developers
- Facilitate weekly or monthly meetings with business groups and development team on status updates, issues, solutions
- Develops business cases, considering financial, resource, and technological constraints
- Ensures the project has a plan and that the project moves through the SDLC process to completion
- Review key development and design deliverables, including interface specifications, integration requirements, data schemas, and design

## Qualifications for IT business senior analyst

- The ability to communicate complex technical problems and solutions in clear, simple language which can be understood by both technical and non-technical audiences
- Fluent in English and can use this language well in daily work
- Familiar with EDI functions, barcoding system and so on
- Must be able to communicate with users at all levels of the organization
- Must be able to translate client user requirements into data flows, data mapping Can lead functional requirements gathering and scoping for applications and reports
- Collaborate with cross functional teams to maintain efficiency, consistency and achieve successful implementation of system enhancement