



Example of Lead Business Systems Analyst Job Description

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Our growing company is hiring for a lead business systems analyst. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for lead business systems analyst

- Leading team of application specialist
- Provide input to the project plans including estimated delivery dates, work efforts, contingency for implementation readiness and back out
- Effectively builds strong relationships with key stakeholders
- This job requires extensive interactions with Business Executives, Traders, Portfolio Managers, T&O Partners, Program Mangers, and Project/Dev Managers from various departments within the organization
- Work partly in a support/sustainment environment project based environment
- Propose process improvements for departmental processes, or for operational processes
- Lead client in user acceptance testing
- Collect and maintain project documentation
- Conduct business analysis – Lead process to derive insight and business strategy from analytics outputs
- The person in the role owns a set of operationally oriented responsibilities, such as "Audit Facilitation", "Project Liaison", "Operations Metrics Portfolio", and/or "Financial Liaison."

Qualifications for lead business systems analyst

- Bachelor's degree, or equivalent experience, in Computer Science, Mathematics or related field

- Ensures all BA processes and deliverables adhere to SDLC/Strong Controls/Audit processes
- Assist with developing procedures for control substantiation for the BA job family within a LOB
- Conduct Various Workshops at client site (System Familiarization, Document Creation, Balancing, Investor Reporting)