



# Example of Project Manager / Business Analyst Job Description

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

## Responsibilities for project manager / business analyst

- Project Management - Candidate should be well-versed in project management tasks, such as developing a project plan/work breakdown structure, compiling project status reports for management, managing scope, and setting project governance models
- Manage and execute projects within budget/timeline based on business requirement
- Work with Zinc development teams and business partners to identify scope and define approach execute on key deliveries
- Project tracking and updates, including
- Creating and maintaining information technology project plans, goals, and budgets
- Interacting with business team to gather project requirements and acting as liaison between Business and Development team
- Generating detailed project status reporting, including critical path impact, dependencies, milestones, resources, cost, work breakdown structures
- Reviewing requirements and understanding enhancements to the system
- Ensuring enhancements from the technical team meets requirements by reviewing the developed product in the system
- Documentation of IT solutions to business problems

## Qualifications for project manager / business analyst

- Leading the project management and completing some level of business analysis required specifically for US FATCA UK CDOT and CRS
- A broad experience and working knowledge of finance (incl
- Clearing and settlement
- Front Office/OMS systems
- Minimum 7 years of accounting, information systems, finance or shared services experience