



Example of Project Manager / Business Analyst Job Description

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Our innovative and growing company is looking to fill the role of project manager / business analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for project manager / business analyst

- Decompose abstract and complex details/concepts into business and functional requirements that can be understood by the stakeholders
- Document project requirements and other project related documents with clear and concise language consistent with methodology framework
- Advocate for business area regarding system needs and requests
- Work with the project team to develop and manage project plans including issue resolution and risk mitigation
- Consult with users, developers, testers, and implementation specialists
- Direct the development of end user training plans, (business level) user acceptance test plans, and implementation plans
- Instruct, guide and supervise project team in the resolution of issues, risks and impediments
- Ensure governance with the project methodology standards, documentation, and approvals
- Manage participation from required stakeholders to ensure accurate deliverables
- Manage cross team dependencies with other business and IT areas

Qualifications for project manager / business analyst

- Knowledge of the Dynamic Index business

- Basic scripting knowledge, Python, Perl
- In depth kdb+/q knowledge would also be an advantage
- Subject matter expertise in the Healthcare Industry and related data
- Bachelor's Degree in Business Administration, Computer Sciences or related field AND five years of applicable experience