



Example of Quality Business Analyst Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of quality business analyst. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for quality business analyst

- Act as the subject matter expert for data migration best practices
- Work with peer Quality Analysts, Developers, Scrum Masters and Product Managers to ensure that all aspects of the features/functions/bugs have proper testing
- Analyze the testing needs and develop/summarize test methods, strategies, results and report findings
- As a rotation into a release manager for the team, work closely with Engineering, Release Management and the RELT team to communicate Go/No Go and environments needed
- Perform Web services/Backend testing
- Maintain Automation Scripts using the internal tool and execute/analyze the scripts when automation team is looking for help
- Deliver effective and efficient testing solutions by meeting key project milestones and overall project deliverables on time, and adhere to development and quality standards
- Working/application knowledge of ISO 9001
- Improve processes to reduce common cause variability and eliminate special cause by following Problem Solving techniques such as Six Sigma (DMAIC)
- Use of structured quality improvement tools including six sigma tools is required

Qualifications for quality business analyst

- Knowledge of commonly-used quality assurance concepts, practices, and procedures
- Working knowledge of Microsoft Office including moderate Access and advanced Excel skills
- Experience with EBI, MARS, MicroStrategy and Tableau, or similar dashboard development tools
- Business analysis, requirements gathering and producing business data requirements across different sectors of Financial Services industry
- Data centric regulatory projects, in particular BCBS 239