



Example of Senior Business Analyst Job Description

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Our company is looking to fill the role of senior business analyst. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for senior business analyst

- Support Implementation work
- Assist the project managers in managing budgets and expenditure, including reporting of € costs to date
- Coordinate meetings to support the project, including taking and documenting minutes of meetings and distribution to relevant parties
- Translate high level objectives provided by Software Product Management and external clients into testable, measurable functional specifications and user stories
- Produce and maintain product backlog and participate in or drive backlog grooming and sprint planning where appropriate
- Working effectively with project managers in leading working groups with diverse business stakeholders to ensure requirements and priorities are successfully met
- Working in partnership with key stakeholders and programs to define business solutions & processes that deliver requirements
- Foster strong stakeholders' engagement working relationships and close communication with internal counterparts
- Maintain close collaboration with global counterparts on projects progress and towards a common release process
- Overseeing user acceptance testing activity, including defining test strategies and managing defects resolutions

Qualifications for senior business analyst

- Technologically-savvy with an understanding of digital and traditional marketing
- 2+ years working within an Agile software environment
- Previous experience building consumer software a plus but not required
- 2 – 5 years of experience working to support either a back office operation from a Business Analyst or user perspective in an institutional investing environment
- Knowledge of investment processing and workflows