



# Example of Senior Business Analyst Job Description

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Our company is growing rapidly and is looking for a senior business analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for senior business analyst

- Production of requirements and other documentation, as needed for each individual project, in accordance with internal standards and procedures
- Support the user acceptance testing (UAT) process to ensure the developed solution is fit for purpose, and ensure successful handover of IT developments into UAT
- Act as a brand ambassador for Business Change and play an active role in positively shaping how business change capabilities are perceived by the wider business
- Experience in a business analyst working in either a consultancy or internal position
- A relevant qualification/ equivalent experience
- Responsible for identifying operational issues, problems and opportunities whilst working with IT and business colleagues
- Facilitates the development of business cases, which define and justify the proposed initiatives
- Responsible for highlighting the impact of initiatives to a range of stakeholders, from senior management down
- Facilitate the development of external customer requirements and user stories, managing the interaction with internal business requirements, prioritising and de-conflicting where necessary
- Facilitate the development of acceptance tests, in conjunction with the project team

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- Experience working with EMDs a plus
  - Experience working with Web Services and EDIFACT is a plus
  - Experience troubleshooting issues or providing customer support
  - Experience with Agile and writing User Stories
  - At least 8 Years of experience in a software engineering environment, with a significant time performing as a business analyst in a product development organization
  - Strong analysis and problem solving skills – ability to think through use cases/user stories/exception scenarios and provide upfront input for the engineering teams