



Example of Systems Business Analyst Job Description

Powered by www.VelvetJobs.com

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

Responsibilities for systems business analyst

- Will provide support for end user training including developing training materials
- Document functional capabilities and associated process for various applications
- Ensure adherence to structured software development lifecycle process and procedures
- Provides leadership to analyze business unit requests and understand business requirements
- Includes leading the analysis and documentation of business and system requirements
- Development of Business Unit Training Documentation/Job Aids
- Development of specific Project documentation
- Evaluation, Developing, Coordinating and Executing Test Scripts
- Leading / Participating in inter departmental Training sessions
- Leading / Participating in assigned Testing cycles

Qualifications for systems business analyst

- 5 years' experience in a business or systems analyst role for IT-related projects and software applications
- Proficiency with MS Office suite, including Excel, Visio, Word, Project
- Familiarity with Section 508 compliance and testing
- Experience with SharePoint as a development and documentation management tool

- Self-starter experienced working independently and on a team