Business Analyst

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Company: Head Resourcing

Location: Edinburgh

Category: computer-and-mathematical

IT Business Analyst - Hybrid, Edinburgh

Up to £60,000 + benefits (bonus etc)

Head Resourcing are working with a Fintech company who are looking for an experienced IT Business Analyst to join the team. With a 30+ year history they are at the forefront of technology and offer great development opportunities.

The successful applicant will join a dedicated and passionate team responsible for the development and support of our web-based services. This is a hybrid role with one day per week in the office based just outside Edinburgh with the rest of the week working from home.

Key Responsibilities and Deliverables

The successful applicant must possess relevant and demonstrable experience in the following areas:

Be able to comfortably work under your own initiative but also as part of wider project and / or functional teams to develop and deliver client specific solutions - ensuring that the end solution is not only of the highest quality but is also fit for purpose.

Provide accurate estimates for all analysis activities to assist with estimating project costs / timescales.

Deliver analysis activities to the budget, timescales and quality criteria of the relevant development project or maintenance release through the complete lifecycle (and during the post release warranty period).

Gather and document business requirements (both general requirements - relating to business policies, standards and needs - and technical requirements - relating to technical policies and / or constraints) and transform them into detailed business / functional and non-functional / operational requirements.

Analyse, review, and improve existing business analysis artefacts and processes (e.g. models, diagrams, interface specifications, documentation) or create and maintain these artefacts, if they do not already exist.

Collate and review existing requirements, assess status of deliverables through information gathering and gap analysis and identify new / enhanced requirements.

Along with the project / programme manager and the Head of Business Analysis, participate in and enforce the Change Management / Change Control Process.

Be able to balance workload across a number of different services.

Operate as a key liaison between client and technical teams with a particular focus on translating business requirements from internal / external users into the information needed by developers and / or database analysts (DBA) and review any technical documentation produced by the technical team members.

Review and / or assist testers with the development of test cases, test scripts and test accounts.

Along with testers and internal / external project stakeholders, evaluate and approve delivered solutions for deployment into system test (SYS), user acceptance test (UAT) and production environments.

Essential Skills and Experience

The successful applicant must have experience in the following areas:

Advanced oral and written communication skills - including expertise in delivering presentations / demonstrations and facilitating / participating in workshops, often involving the various

working groups for the services that the Business Analysis functional area supports.

Provide guidance / support to less experienced business analysts

Peer review documentation produced by less experienced business analysts.

Assist with scoping and feasibility exercises.

Assist with the preparation of business cases.

Ability to communicate well and form strong working relationships within and across teams / departments / organisations - e.g. peers, managers and senior managers.

Extensive problem solving abilities.

Skills in translating complex business requirements (both general and technical) into high quality functional and non-functional requirements that the required solution needs to provide.

Ability to work independently - with minimal supervision - as well as work collaboratively to identify, understand and document non-functional requirements (e.g. having awareness of system, infrastructure, and security considerations but consulting with subject matter experts (SMEs) when necessary).

Experience in dealing with stakeholders at various levels, including senior management.

Knowledge of User Experience / User Interface design considerations.

Experience of documenting user journeys, analysing use cases and defining process models using an industry standard graphical modelling language like Unified Modelling Language (UML).

Additional/Desirable Skills and Experience

Although not essential, additional skills/experience in any of the following areas are also beneficial:

Experience in the Financial Services industry - preferably with a working knowledge of the Life and Pensions and/or Fund Management sectors.

Working knowledge of data models and database principles.

Awareness of Project Management methodologies and activities.

Appreciation of web-based technologies.

The ability to perform data analysis using scripting languages (e.g. SQL) and / or advanced Excel skills would be of benefit.

Experience of XML messaging.

Experience of Management Information / Reporting.

Experience of user interface (UI) and / or user experience (UX) design.

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