

Job Train - Menlo Park (5924)
To: Employment Counselor
Date: 05/14/2024



94010
Burlingame, CA, 94010

Business Analyst 1

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: DOE
Employment status: Contract / Temporary

Description

We are looking for a proficient problem-solver who is adept at creating action plans based on business needs. The Business Analyst will be responsible for the documentation, analysis, and elicitation of business and technical needs across multiple business units. Exceptional communication skills and a proven ability to communicate technical and business requirements alike are keys to success for this Business Analyst role!

What you get to do every single day

- Verifies that complex requirements are executable, testable, and complete, rather than ambiguous
- Extracts and documents requirements through user stories, use cases, process flow diagrams, etc.
- Works with and builds relationships with business units, development teams, and other stakeholders to gather, analyze and prioritize requests

Requirements

- Comfortable working on a variety of simple to complex projects- Willing to take ownership, proactive, flexible, adaptable, strong problem-solving skills, and the ability to communicate to all levels in an organization
- Bachelor's Degree in Computer Science, Management Information Systems, Business Administration or equivalent work experience
- Ability to write basic to moderately complex SQL queries, as well as technical skills including Word, Excel, PowerPoint, Visio, and Jira (or similar tool)
- Comfortable with Agile methodology
- 4+ years of business analysis experience
- Demonstrated ability to elicit and document requirements in a clear and concise manner

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