

Job Train - Menlo Park (5924)
To: Employment Counselor
Date: 05/15/2024



94010
Burlingame, CA, 94010

Marketing Associate/Analyst

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

Are you a proficient problem-solver who is adept at creating action plans based on business needs? This Business Analyst will work with multiple business units to elicit, document, and analyze business and technical needs. 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

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

Requirements

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

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