

JOB POSTING

December 13, 2018

Business Analyst

- Position Description:**
1. Collaborates with stakeholders to translate business and technical information into project requirements/user stories.
 2. Analyzes/utilizes business and technical information to understand true needs, recommend changes in workflow and processes to maximize effectiveness, and develops creative solutions to address problems.
 3. Work with development staff to prototype solutions, give feedback, help with refinement and repeat as needed.
 4. Document issues/bugs and facilitate resolution.
 5. Complete system and regression testing and coordinate user acceptance testing.
 6. Contribute to the implementation process and support post-production activities.
 7. Develop and manage the Project Management Plan for the project, including integration, scope, time, quality, resources, communications, and risk management.
 8. Track and maintain all aspects of project deliverables and documentation.
 9. Other duties as assigned.

- Qualifications:**
1. Bachelor's degree in a related field or equivalent work experience.
 2. Demonstrated high competency in managing projects.
 3. Understanding of industry standard SDLC and project management methodologies.
 4. Proven problem solving, analytical and organizational skills.
 5. Excellent written and verbal communication skills.
 6. Experience with vendor relationship management.
 7. Testing experience (including system integration and regression testing).
 8. Proven track record of excellence.
 9. Experience in the property & casualty insurance industry preferred.
 10. Experience developing and using test automation tools preferred.

How to Apply: CONTACT MARK SCHUSTER, DIRECTOR HUMAN RESOURCES
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