

The *Senior Business Analyst* will be an active contributor in a -wide effort to preserve very large quantities of digital records for future generations. A new vision of Records preservation is needed to ensure that these records are available in perpetuity and that they can be understood at a later time using future technology.

The Business Analyst will have the primary responsibility to elicit, analyze, validate, specify, verify, and manage the real needs of the Church entities served by this project.

Responsibilities

You will be responsible for identifying and capturing the business needs of several customers.

In your role as Business Analyst, you will work with several different organizations in order to appreciate and understand their needs.

Additionally, this position has responsibilities which include:

- Eliciting requirements using interviews, documenting analysis, requirements workshops, surveys, site visits, business process descriptions, business analysis, task and workflow analysis
- Critically evaluating information gathered from multiple sources, reconciling conflicts, decomposing high-level information into details, abstracting up from low-level information to a general understanding, and distinguishing user requests from the underlying true needs
- Decompose high-level business and user requirements into functional requirements and quality, specified in an appropriate level of detail suitable for use by those must base their work on the requirements
- Define quality attributes, external interfaces, constraints, and other nonfunctional requirements
- Write requirements specifications according to standard templates, using natural language simply, clearly, unambiguously, and concisely
- Concurrently engage in several different areas
- Demonstrating sustained and regular progress in achieving goals

Qualifications

BUSINESS ANALYST ROLE

Consultant

- Exceptional communication skills in interactions with clients, end users, developers and others throughout the design, development, and implementation process.
- Exceptional ability to create and share a vision.
- Exceptional ability to build and maintain relationships and work in a team environment.
- Exceptional ability to resolve conflict and disparate opinions.
- Exceptional ability to view problems from a holistic viewpoint and accurately pinpoint their root cause.
- Exceptional ability to research and understand a customer's needs, problems, and potential system constraints.
- Exceptional ability to instruct others about business processes.

Analysis Aptitude

- Comprehensive knowledge of systems solutions, both historical and current.
- Comprehensive knowledge of analysis and problem solving processes.
- Comprehensive knowledge of analysis principles, including: business process analysis and modeling, conceptual object modeling, data flow models, contextual inquiry, etc.
- Expert ability to define and organize the problem space, manages scope, and converts business objectives into project objectives.
- Expert ability in writing useful project documentation (audience definition, comparative analysis, user stories, process descriptions, prototype notes, etc).
- Expert ability to define and specify system processes for which no UI is required.
- Expert ability to identify, contact, interview, manage and inform Stakeholders
- Expert ability to identify, document, understand, and recommend modification for business processes
- Expert ability to define and document business rules, communication channels, and communication processes.

Technical Aptitude

- Expert knowledge of Oracle SQL and database access tools, such as SQLDeveloper.
- General knowledge of development processes and methods (i.e. Agile, Scrum)
- General knowledge in web development standards
- General knowledge in server-side technologies
- General knowledge in working with our enterprise software technologies and business reporting tools, including: Corda, Business Objects, etc.
- General knowledge of enterprise system design, software program design, and n-tier architecture
- General knowledge of data modeling and object modeling
- General knowledge of relational databases

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