



Business Analyst | ビジネスアナリスト (Bijinesu Anarisuto)

Job Information

Recruiter

[Hi-Tech Japan K.K.](#)

Job ID

1491099

Industry

IT Consulting

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Refreshed

June 26th, 2026 07:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

Job Responsibility:

Requirements Gathering:

- Demonstrate exceptional requirement gathering techniques with minimal direction from engagement management
- Design, conduct and facilitate requirements sessions
- Organize and sequence requirements into a user requirements document
- Write well-formed, validated requirements and manage changes
- Use appropriate tools to record, track and manage requirements

Analysis and Business case:

- Review and analyze relevant documentation to ensure the understanding of an organizations function and capabilities
- Lead relevant research to increase understanding in support of developing comprehensive solutions
- Serve as liaison between IT and Business stakeholders. Play key role in translating the business needs and objectives into Project charter and Business cases
- Reviews, analyzes, and evaluates user needs to create systems solutions that support overall business strategies. Work with the business and technical / system client stakeholder to understand the underlying technologies and

systems

Must have skills and requirements:

- Insurance domain experience
- Business Analyst experience or Business System Analyst experience
- Bilingual (Business Japanese and English)

Company Description