



## PR/095562 | Business Analystist

### Job Information

**Recruiter**

JAC Recruitment Vietnam Co., Ltd

**Job ID**

1575511

**Industry**

IT Consulting

**Job Type**

Permanent Full-time

**Location**

Vietnam

**Salary**

Negotiable, based on experience

**Refreshed**

February 3rd, 2026 11:54

### General Requirements

**Minimum Experience Level**

Over 1 year

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

**Company Overview**

A Japanese company is hiring Business Analyst position.

**Job Description**

- Collaborate closely with Japanese customers to gather, clarify, and document business and system requirements.
- Translate business needs into functional specifications or user stories that support effective development and delivery.
- Act as a communication bridge between Japanese stakeholders and offshore technical teams.
- Support project activities such as requirement tracking, change management, and test planning.
- Review project deliverables and provide constructive feedback to ensure alignment with customer expectations.

- Participate in system walkthroughs, demonstrations, and user acceptance testing activities.
- Prepare and maintain bilingual documentation in Japanese and English.

#### Job Requirements

- Bachelor's degree in software development, information technology, or a related field.
- Japanese language proficiency at JLPT N2 level or above, suitable for business communication.
- English proficiency with strong reading and writing skills for internal coordination.
- Experience in business analysis, system analysis, or a bridging role between customers and development teams.
- Understanding of software development processes such as Agile, Waterfall, or hybrid approaches.
- Strong communication skills, analytical thinking, and problem-solving ability.
- Technical background or experience in areas such as software development, testing, or system design.
- Experience working with Japanese customers or in a Japan-based project environment.
- Experience creating business or functional documentation, workflows, or use cases.

#LI-JACVN

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