Business System Analyst

Job Information

Recruiter
Skillhouse Staffing Solutions K.K.

Job ID
1621582

Industry
Insurance

Company Type
Small/Medium Company (300 employees or less)

Non-Japanese Ratio
Majority Non-Japanese

Job Type
Permanent Full-time

Location
Tokyo - 23 Wards

Salary
7.5 million yen ~ 10 million yen

Work Hours
Flextime (Core time: 11:00-15:00)

Holidays
weekends, national Holidays, paid holidays etc.

Refreshed
November 20th, 2026 00:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Basic Level

Minimum Education Level
High-School

Visa Status
Permission to work in Japan required

Job Description

A global and one of the world's largest Insurance Service provider is seeking an experienced B**usiness System Analyst (Data Management)** to join the Japan's Data Management Operations team.
This role is critical in bridging business requirements and data architecture, ensuring accurate data sourcing, transformation, and delivery across enterprise systems.
The ideal candidate will have a deep understanding of data structures, database systems, and end-to-end system flows,

combined with the ability to independently drive analysis and solution design.

Responsibilities:
- Business & Data Analysis: Engage with business stakeholders to gather, analyze, and validate functional and non-functional requirements
- Translate business needs into scalable data solutions and system specifications
- Perform deep-dive analysis of existing systems to identify source data and lineage
- Data Management & Modeling: Analyze and interpret data structures, schemas, and relationships across multiple systems
- Conduct metadata discovery, including Data distributions and patterns / Primary/foreign key identification / Functional dependencies
- Design and maintain logical and physical data models
- Solution Design & Delivery: Collaborate with development teams to define and implement data flows and integration strategies
- Produce high-quality documentation (e.g., FRDs, data mapping documents, system design specs)
- Provide guidance on system capabilities, limitations, and performance considerations
- Testing & Quality Assurance: Define and execute test scenarios, test cases, and data validation strategies
- Prepare test data and ensure proper test evidence documentation
- Support UAT and ensure data integrity across releases

Why should you apply:
- Modern Data & AI Technologies: Work with Azure Databricks, AI/ML platforms, and enterprise Data Governance solutions
- Global Insurance Leader: Support large-scale cloud and data transformation initiatives
- Hands-On Technical Role: Gain experience managing and improving complex enterprise data platforms
- International Environment: Collaborate with global Data Engineering, Cloud, AI, and Cybersecurity teams
- Long-Term Opportunity: Potential for contract extensions and continued involvement in enterprise technology initiatives

Company Details:
A US based world's leading insurance providers, offering a broad range of life, health, and retirement solutions to individuals, families, and businesses. The company is heavily invested in digital transformation, utilizing advanced technologies like cloud computing, data analytics, AI, and cybersecurity to enhance customer experience and streamline operations. As part of its values, it has a strong focus on creating a diverse environment, and in particular on the appointment of women in high-level position.

Working Hours: 9:00 - 18:00 (Mon-Fri)
Working Style: 3 days' work in office, and 2 days' work from home
Holidays: Saturday, Sunday, National Holidays, Year-end and New Year Holidays, Paid Holidays
Services/Benefits: Transportation expenses up to 20,000 yen per month, plus Paid leave, plus social insurance (health insurance, welfare pension, and work-related accident insurance), Periodic health examination, and Employment insurance

Required Skills

- Core Experience: 6–10 years of experience as a Business Systems Analyst / Data Analyst / System Analyst
- Strong experience working on data-centric projects within complex enterprise environments
- Technical Expertise: Strong hands-on experience with SQL (advanced querying, joins, data validation)
- Databases: Oracle, MS SQL Server, MongoDB
- Solid understanding of Data structures, data modeling, and data governance concepts
- Linux environments and basic networking fundamentals
- Experience designing data flows, mappings, and integration logic
- Functional Capabilities: Strong requirement gathering and functional documentation skills (FRD, BRD)
- Ability to independently analyze issues and drive resolution
- Experience working with cross-functional teams (business, engineering, vendors)

Company Description