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randstad professionals

Business Analyst - English only OK!!

募集職種

派遣会社
ランスタッド株式会社　プロフェッショナル事業本部

求人ID
1529929

業種
ソフトウエア

会社の種類
大手企業 (300名を超える従業員数) - 外資系企業

雇用形態
正社員

勤務地
東京都 23区

給与
500万円 ~ 750万円

更新日
2025年06月24日 04:00

応募必要条件

職務経験
6年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
日常会話レベル

最終学歴
大学卒：学士号

現在のビザ
日本での就労許可が必要です

募集要項

Position Outline
Our client is seeking a highly motivated and detail-oriented Business Analyst to join their team. The Business Analyst will be responsible for analyzing business needs, gathering requirements, and translating them into actionable solutions. This role requires strong analytical, communication, and problem-solving skills, as well as the ability to work effectively with both technical and non-technical stakeholders. The Business Analyst will play a crucial role in driving business process improvements and ensuring the successful implementation of projects.

Responsibilities:

Requirements Elicitation and Analysis:
- Elicit, analyze, and document business requirements through interviews, workshops, surveys, site visits, and other methods.
- Translate business requirements into clear, concise, and testable functional and non-functional specifications.
- Create use cases, user stories, process flows, and other documentation to illustrate business needs and solutions.
- Prioritize requirements based on business value and feasibility.

Stakeholder Management:
- Build and maintain strong relationships with stakeholders across various departments.
- Facilitate communication and collaboration between business and technical teams.
- Manage stakeholder expectations and ensure alignment on project goals.
- Process Improvement:
- Analyze existing business processes to identify areas for improvement.
- Develop and recommend solutions to streamline processes and increase efficiency.
- Document current and future state processes.

Testing and Validation:
- Participate in testing and validation of solutions to ensure they meet business requirements.
- Create test plans and test cases.
- Document and track defects.

Project Support:
- Provide support to project managers throughout the project lifecycle.
- Assist with project planning, execution, and monitoring.
- Contribute to project documentation.

Data Analysis:
- Analyze data to identify trends, patterns, and insights.
- Use data to support business decisions and recommendations.
- Create reports and dashboards to visualize data.

スキル・資格

Mandatory Skills :

Education:
- Bachelor's degree in Business Administration, Computer Science, Information Systems, or a related field.

Experience:
- 2 years of experience as a Business Analyst or in a related role.
- Experience with requirements elicitation, analysis, and documentation.
- Experience with process modeling and improvement.

Skills:
- Strong analytical and problem-solving skills.
- Excellent communication (written and verbal) and interpersonal skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Visio).
- Familiarity with software development methodologies (e.g., Agile, Waterfall).
- Ability to work independently and as part of a team.
- Ability to manage multiple tasks and priorities.

Knowledge:
- Understanding of business processes and systems.
- Knowledge of data analysis techniques.

Good to Have :

Education:
- Master's degree in a related field.

Experience:
- 5 years of experience as a Business Analyst.
- Experience working on software development, system implementation, process automation projects. Experience with cyber security industry.
- Experience with Agile methodologies (Scrum, Kanban).

Skills:
- Proficiency in business analysis tools (e.g., Jira, Confluence, Azure DevOps).
- Experience with data visualization tools (e.g., Tableau, Power BI).
- Knowledge of SQL and database concepts.
- Experience with user interface (UI) and user experience (UX) design principles.
- Certification in Business Analysis (e.g., CBAP, CCBA).

Knowledge:
- In-depth knowledge of CRM, ERP, supply chain management
- Understanding of data modeling and database design

会社説明