



## IT Business Analyst

If life has not been generous and carried you to unfriendly offices with irrational bosses, you have now the chance to discover your true work...personality! Forget the prejudices about multinational companies - we are a group of gentlemen and a few ladies with fair play manners, defined by variety, energy, humor and expertise.

Shortly, if you have analytical skills, you like to find a solution for any kind of situation and you are a communicative person, with very good interpersonal skills the **IT department** is eager to know you. Here you will find a lot of wires, cables, telephones but also a lot of joy.

If your experience and knowledge is appropriate for this position as per the Job description below, do not hesitate in sending us your CV:

### **Job scope:**

The Business Analyst works with stakeholders from all the Business Units, Regional & Global IT teams, related third parties to define and document business processes and software requirements for technology initiatives.

### **The IT Business Analyst will :**

- Analyze and model the business requirements to create a complete picture of work-flows and technical requirements fulfilled by existing and proposed technical solution
- Perform Gap Analysis, elicit requirements using interviews, document analysis, requirements workshops, business process descriptions, use cases, scenarios, business analysis, task and workflow analysis
- Define the business problem and primary objectives of new projects. Identify and validate the key business requirements
- Translate business requirements into technical documentation (system design document) and work closely with the developers to make sure the solution meets the requirements
- Coordinate requirements walk-through and sign-offs, verifying with user representatives/stakeholders that use cases and process models accurately portray specific business needs
- Collaborate with developers and subject matter experts to establish the technical vision and analyze tradeoffs between usability and performance needs
- Work independently with users to define concepts and under direction of project managers
- Be the liaison between the business units, technology teams and support teams

### **Knowledge, skills and abilities:**

- University degree (preferable – Mathematics, Informatics, Cybernetics or Automation)
- Minimum 3-4 year of similar job experience
- Writing and documenting business requirements for the system and writing technical documentation (system design document, test scrip, use cases, etc.) experience
- Analytical skills and techniques ( statistical, requirements analysis,system analysis)
- SQL, PL/ SQL, Oracle Data Bases , XAL programming language is an advantage

- Microsoft Office (Word, Excel, Power Point, Access, Visio, Project) – medium level
- System Development Life Cycle knowledge
- Project Management knowledge
- Knowledge of programming languages – preferably
- Remedy (or another ticketing system) and Quality Center
- Organizing and prioritizing skills
- Very good communication and writing skills
- Interpersonal skills and negotiation skills
- English – fluency in writing and speaking
- The ideal candidate will have IT Business Analyst certification

### **Mini-interview**

- 1.** Please describe shortly in which situations do you have the opportunity to use requirements analysis and system analysis.
- 2.** Please describe shortly usual operations utilized in SQL and Oracle Data bases.
- 3.** Do you use MS Office – Access, Visio and PowerPoint in your current job ? Please state shortly the usual operations utilized in Access, Visio and PowerPoint.
- 4.** Please describe shortly how do you appreciate the role of an IT Business Analyst should be and what do you think you can do to have an outstanding performance in this role.

**If you're interested on the IT Business Analyst position please send your CV together with the answer to the mini-interview via e-mail at [resurse.umane@avon.com](mailto:resurse.umane@avon.com)**