

Person Specification

Business Analyst

SECTION	CRITERIA
Education & Qualifications	<p>Professional Qualifications (or relevant demonstrable experience)</p> <ul style="list-style-type: none"> ○ BCS International Diploma in Business Analysis (or certificates in relevant modules to demonstrate working towards this) OR ○ IIBA ECBA/ECBA+/CCBA ○ Evidence of continued professional development (e.g. IIBA / BCS professional membership) ○ Desirable: Agile Analysis Certificate/Certificate in Business Data Analysis ○ Desirable: BCS Certificate in Business Process Modelling
Skills, Knowledge & Experience	<ul style="list-style-type: none"> • Proven experience of Business Analysis processes and practices in a Digital Services and/or IT environment including identifying and delivering improvements to the same • Experience of autonomously planning and leading workshops with a range of stakeholders to support business analysis activities • Experience of communicating with and working alongside all levels of seniority in all areas of a business • Experience of mapping complex as-is and to-be processes, identifying areas for process improvement / re-design • Ability to gain a full understanding of an organisation's operations and identify opportunities for efficiency • Ability to work autonomously on a range of change and improvement projects across the full project lifecycle • Ability to identify business analysis activities required to effectively support a project and manage own workload accordingly

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| | <ul style="list-style-type: none">• Excellent interpersonal skills including the ability to lead, facilitate and provide constructive challenge to stakeholders at all levels of seniority• Excellent people skills with a talent for influencing through a variety of styles and methods whilst maintaining goodwill and co-operation to provide outstanding customer service• Understanding of programme and project management skills ideally using a recognised methodology |
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