

Business Analyst

JOB HIGHLIGHTS

- Degree holder w/1 year relevant experience
- Experience in gathering & analyzing requirements
- Welcome Fresh graduates

Responsibilities:

- Handle important projects and activities of diverse scope with own discipline
- Prepare project plan and monitors the project from end to end
- Build collaborative work relationships across the organization and delivers solutions
- Drives team work to resolve complex business issues through sharing in-depth knowledge and experience
- Build and maintain partnerships with key decision marker
- Undertake responsibility for UAT planning and execution, duties using Figma
- Be responsible for delivery of quality outcomes of complex and business critical projects integrating client needs, strategic business goals of the function and financial objectives

Requirements:

- Bachelor's degree holder or above
- At least 1 year of project management experience or as a Business Analyst
- Experience/Knowledge in Insurance industry is preferred
- Good communication and liaison with different parties to collect requirements, bridging between functional and non-functional departments, etc.
- Experienced in preparing reporting, documentation, and coordinate with related parties.
- Have good knowledge in using Confluence, Tableau, JIRA, etc.
- Good stakeholder management, particularly managing expectations
- Sound influencing and negotiating skills
- Fluency in spoken and written English and Cantonese