



## Business Analyst

Department  
**UITS**

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This is a full-time job suitable for passionate professionals who want to work for a leading European Insurance Group on a very flexible work schedule.

You will work as part of a multinational group with true, large, enterprise-wide systems, complex architectures and real life constraints (speed, performance, non-stop systems availability) and are going to be part of a team aimed at designing and implementing enterprise level solutions.

We adapt our collaboration and development methodologies to the specifics of each project and customer, trying to stay as agile as possible. We bring quality and innovation as added values to the customer needs.

### Required skills

- University degree (Bachelor/Master) in IT, Economics or other relevant studies;
- Relevant experience in IT Business Analysis;
- Capable of analytical and solution oriented thinking;
- Very good communication skills;
- Good presentation skills;
- High attention to details;
- Capable to deliver optimized solutions based on the clients needs;
- Effective team-worker in a corporate environment;
- Able to work on multiple tasks in the same time and maintaining high quality standards;
- Structured, organized working style, with an ambition to deliver quality results in limited time;
- Able to effectively assess issues and provide stakeholder support;
- Constantly driven for improvement;
- Active involvement in team activities/decisions;
- Fluent in English (both spoken and written);
- German language skills (B level or above).

## Desirable skills

(nice to have)

- Experience in specification and/or configuration of document management systems;
- Experience with FileNet Document Management Solutions;
- Basic understanding of text mark-up languages (xml, html...);
- Experience in working with Visual Modelling Tools;
- Basic knowledge of business architecture and analysis methodologies;
- Experience in the Insurance field.

## Your responsibilities

- Understand, adapt and work within the UNIQA Delivery Model;
- Take ownership of the responsibilities assigned to the Business Analyst and described in each step of the UNIQA Delivery Model;
- Understand the business needs and requirements of the client (as defined in the Business Concept document) and analyze them in order to produce implementable solutions in new or existing products;
- Analyze the demands received by taking into consideration the needs of all stakeholders from across all products line;
- Ensure that the configuration / developed customization works as designed by reviewing the produced solution;
- Perform acceptance tests before delivery to the client, to ensure that all the required functionalities and features have been implemented accordingly;
- Prepare and support the creation of Release Notes, Known Issues and User Manuals for assigned products;
- Update the existing documentation, when analysis of demands leads to changes in it;
- Align respective Functional Analysis / Configuration along the business processes in collaboration with the Business Architect;
- Responsible for compliance of functional analysis with the documentation design standards (including within the incident management);
- Pre-align functional analysis with the developer to achieve compliance with the documentation design standards.



## **Compensation & benefits**

- Very stable work environment, as part of large Banking and Insurance Multinational Groups;
- Flexible work program, respecting your own private time;
- Possibility to work from home (6 days/month);
- Full-time, unlimited employment contract with an attractive remuneration package and lunch tickets;
- Christmas bonus and performance bonus;
- Private pension and private health insurance contribution;
- Sport activities contribution;
- Extra vacation days;
- Time off when holidays fall on a weekend (up to 3 days/year);
- Exchange of experience and training with international professionals, as a premise for personal development;
- Career development opportunities;
- Free German language courses;
- Team building events;
- Possibility to travel in Europe (Vienna) for training, project meetings and workshops (depending on your availability and interest);
- Great workplace, central office location in a green and quiet area, great city view from our open-space terraces, uncrowded work areas etc.