BI ANALYST
Location: Mauritius

Role Purpose

The BI Analyst will act as key interface between users and the Senior Business analyst. As a member of the Business Analytics Team, the BI Analyst supports the team members throughout the project lifecycle and the product design process. Under the direction of the Senior Business Analyst, you will aide in documenting both business requirements and comprehensive solutions for several projects and developing and maintaining in-house developed software.

Key Accountabilities

Develop and maintain automated reports using SAP Crystal Reports (integrated with in-house developed Web Application).

- Develop and maintain Microsoft SQL Server Stored Procedures (to be used internally by the application as well as by end users directly connecting to the database server).

- Develop and maintain Microsoft SQL Server Views (to be used internally by the application as well as by end users directly connecting to the database server).

- Develop and maintain in-house developed Web Application so that's robust, scalable, and customisable to changing business requirements.

- Create and maintain business requirements specification documents detailing requirements; process analysis; gap analysis; design of new functionality; and product testing.

- Follow version and change control processes with regards to all developments.

- Business process modelling and improving business processes.

- Carry out analysis of the organisation, meeting agreed criteria whilst complying with financial and legal requirements, responsibilities, and obligations, including statutory obligations.

- Communicating with customers, clients, or other stakeholders to gather information about their needs and preferences.

- Conduct research on industry trends and competitor activity to identify opportunities for improvement.

- Develop periodic project progress reports.

- Explaining technical jargon to non-technical/commercial teams.

- Manage competing resources and priorities.

- Manage written communications between stakeholders and internal business units.

- Monitor deliverables and ensuring timely completion of projects.

- Participate in project walkthroughs: business requirements gathering, design walkthrough, functional test plans and implementation sessions.

Primary Relationships

Internal Contacts
- CFO
- Head of Departments
- Employees

External Contacts
- Software providers representative
- IT Support

Competencies and Technical Expertise

Competency / Performance
- Presenting & Communicating Information
- Writing and Reporting
- Applying Expertise and Technology
- Business knowledge
- Learning & Researching
- Formulating Strategies and Concepts
- Coping with Pressures & Setbacks
- Critical thinking & Problem-solving

Technical / Professional Expertise
- Expert knowledge of data structures, algorithms, both for data and optimisation
- Strong hands-on expertise with data mining, ETL
- Financial Modelling

Required experience, Qualifications & Skills

- **Tertiary qualifications in Data or Computer Science or in an equivalent field combined with an understanding of business operations**
- **Minimum of 5 to 7 years of Business Analyst experience in corporate finance or in an industry-related environment**
- **Ability to understand business needs and translate them into requirements for development teams (epics, user stories)**
- **Proven ability to use insights to identify actionable outcomes**
- **Experience working in global business environment**
- **Excellent interpersonal skills**

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