Business Analyst – Process Implementation

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Company: RFR Group

Location: , , United Arab Emirates

Category: business-and-financial-operations

Position Title – Business Analyst – Process ImplementationDepartment – ProjectsReports To – General Manager / Project ManagerLocation – Sri Lanka / United Arab EmiratesDutiesAnalyse existing internal processes and identify areas for improvement.Design and implement process enhancements to optimize efficiency and productivity.Collaborate with different internal teams to understand their requirements and ensure smooth process integration.Evaluate and recommend appropriate system solutions (e.g., CRM, ERP) based on business needs and goals.Build and maintain relationships with stakeholders to gather feedback and ensure successful implementation of process changes.Develop and document Standard Operating Procedures (SOPs) for new and existing processes.Conduct training sessions and provide ongoing support to internal teams regarding process changes and system implementations.Identify and resolve any issues or bottlenecks in processes and systems.Stay up to date with industry trends and best practices related to internal process improvement and system implementations.Consistently excel in meeting project deadlines, delivering high-quality results even in demanding and time-sensitive situations.Requirement Gathering and Analysis: Collect project requirements through client interaction and research, ensuring a comprehensive understanding of project needs and objectives.Feasibility Assessment and Planning: Evaluate project feasibility by assessing available components, resources, and teams. Develop project plans, timelines, and resource allocations based on the gathered insights.Design and Documentation: Create wireframes to visualize project layout and hierarchy. Prepare essential business documents, including Statements of Work (SOW), to guide development and deployment phases.QualificationsBachelor's degree in

business Information Technology/Systems or a related field.Profound understanding of various system types, including CRM and ERP.Knowledge and experience in working with HR Solutions would be highly advantageous.Demonstrated track record of developing and implementing internal procedures and process frameworks.Exceptional documentation and communication skills, both written and verbal.Detail-oriented mindset coupled with strong analytical and problem-solving capabilities.Ability to work collaboratively with multiple internal teams and stakeholders.Self-motivated and able to work independently with minimal supervision.Strong organizational and time management skills.Proficiency in adapting to shifting priorities and effectively managing multiple simultaneous projects.Apply Here   Full Name * Email Address * Phone Number * Gender * MaleFemale Other Street Address * City State/P / Postal CodeCountry How were you referred to us?Employee Newspaper Ad Social Media Othe (please specify Upload your cover letter (Max file size: 10MB/ Allowed format pdf,doc,docx only) No file chosenUpload your Resume (Max file size: 10MB/ Allowed format pdf,doc,docx only) * No file chosen

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