

Job Description – Senior Business Analyst

Overview:

TechLegs Solutions Inc. is actively supporting the recruitment of a **Sr. Business Analyst** for one of our esteemed clients for a **12-month engagement**.

As a Senior Business Analyst, you will perform critical Business Analysis activities to support the planning, design, and management of activities associated with the efficient and effective delivery of health application technologies and solutions.

Project Duration:

The successful candidate will be required on a full-time basis for a maximum of 250 working days, **commencing Jan 20, 2025 and ending Jan 2, 2026**. This assignment will be extended if it deems necessary.

Qualification:

- A bachelor's degree in Business Administration, Computer Science or a related discipline. An equivalent combination of education and experience may be considered.
- Current certification from a recognized professional business analysis association, such as PMI-PBA, IIBA-CBAP or certifications in ITIL and six sigma. Please mention the certification details and date achieved

Asset Qualification:

- Demonstrated experience working with the Meditech or Allscripts Clinical Information Systems.
- Demonstrated Information Management/Information Technology experience.
- Excellent communication skills (written and oral) in English. Describe the types of documentation and/or presentation materials produced.

Experience Required:

- 2+ years of experience working in health-related technology or clinical field in a Canadian jurisdiction.
- 5+ years of demonstrated experience working as a Senior Business Analyst within a team environment where the candidate was called on to perform tasks in a mixture of collaborative and autonomous modes.
- 5+ years of demonstrated experience working as a Senior Business Analyst including requirements elicitation and documentation, solution analysis and design activities.
- 5+ years of demonstrated experience engaging with subject matter experts to articulate business priorities, desired outcomes and identify and describe core business capabilities.
- 5+ years of demonstrated experience showing competency in effective interactive communication and presentations as Senior Business Analyst.
- 5+ years of demonstrated experience in documenting/diagramming business processes and workflows.
- 5+ years of demonstrated experience in developing operational procedures, standards, and/or policies to achieve identified business outcomes.

Deliverables:

The successful candidate must deliver the following in order to successfully complete the engagement:

- 1. Business Requirements:** working closely with the Application Services team and business stakeholders, the BA will be expected to define, validate and document business requirements related to application change requests.
Deliverable Format: Microsoft Word and Microsoft Excel as required
Approval: Application Manager or Team Lead
- 2. Process/System Workflow Diagrams:** working closely with the Application Services team and business stakeholders, the BA will be expected to document and validate current state processes and business/system interactions, and to define future state processes and business/system interactions.
Deliverable Format: Microsoft Visio. Microsoft Word and Microsoft PowerPoint as required
Approval: Application Manager or Team Lead
- 3. Incident Management and Support:** working closely with the Application Services team and business stakeholders, the BA will be expected to investigate assigned incidents, interact with end users, engage Technology Service SMEs, propose solutions, and follow assigned incidents to resolution.
Deliverable Format: Remedy Incident Management system
Approval: Application Manager or Team Lead

Operational Requirements:

- The successful candidate will have the option of working remotely within NB, Canada for the duration of the engagement, but only at the clients request and consent. If the successful candidate would prefer to work onsite in Fredericton, NB, office space and resources for the duration of the engagement will be provided.
- Travel outside the city of Fredericton is not expected. If the candidate is based outside the Fredericton region, it is the candidate's responsibility to make necessary arrangement to travel from their current place of stay to Fredericton and the Fredericton area.
- The client reserves the right to have candidate attend periodic in person meetings on site if required and prior notice will be given, for making necessary arrangements.
- Office hours are Monday - Friday 8:15 AM – 4:30 PM AST. Some after hours and weekend work may be required for the successful candidate, however, any overtime or work during non-business hours must be approved in advance.
- The candidate must be available to start work immediately in New Brunswick on the date specified.

Reporting Structure

The successful candidate will report to the Manager based in New Brunswick, Canada.

We appreciate all applicants for their interest; however, only those selected for further consideration will be contacted.

In the unlikely event that you experience technical difficulties or are unable to complete your application online, contact: support@techlegs.com

Best Wishes,
TechLegs Solutions Team