Senior Business Analyst

Reporting to the Senior Project Manager of the Canada Foundation for Innovation, the Senior Business Analyst (B.A.) provides leadership within the team and ensures the quality of the business analysis and testing processes. The Senior B.A. is responsible for assigned projects involving business analysis and oversees the day-to-day tasks of the business analysis and testing teams. As a liaison between the business and technical communities in the development of solutions, the Senior B.A is responsible for ensuring timely and effective communications to manage expectations between the two groups.

The senior business analyst works independently on large complex initiatives or projects, acting as a mentor to other analysis or team members. The incumbent will ensure that enterprise architecture governance is addressed in all system implementations and changes; will contribute suggestions to changes in policy, procedures and structures related to business architecture, and will also manage or lead the activities and deliverables of the project.

KEY ACTIVITIES:

- Reviews, edits and approves business analysis plans, requirements, specifications, business processes, recommendations and documentation related to development projects.
- Researches, reviews and analyzes the effectiveness and efficiency of existing business requirements and processes. Proposes options and recommends solutions for improving existing processes.
- Establishes/revises practices and procedures to ensure the continuous improvement of business analysis processes, including the development of materials, tools and processes for use by business analysts and development team members.
- Develops, communicates, applies and monitors business analysis, development and testing standards.
- Liaises with internal and external business analysts and development teams to ensure that processes and approaches are complementary, effective and efficient.
- Provides leadership and support to the business analysis team and acts as a point of escalation for business analysis and development issues.
- Manages, or leads, analysis and development projects and is accountable for the work on a project that is large enough to require the work of multiple personnel. The BA project lead ensures that the business intent is carried through the analysis, build and testing activities of the project, and that the work is of sufficient quality to meet solution objectives and deliver business value. The project lead collaborates with the project manager on the planning and budgeting of project deliverables.
- Manages and coordinates business analysis related activities of large/complex change requests and development projects, including requirements, design, specifications, and testing.
- Collaborates with management and project sponsors to determine project scope and vision.
- Manages business analysis and testing resource workloads in order to meet deadlines and successfully complete projects in a changing environment.
- Develops and manages the testing approach and schedule to ensure that issues are identified, prioritized, tracked and resolved in a manner that will meet stakeholder needs, as well as with project timelines and constraints.

- Acts as CFI IS liaison for business analysis and testing with stakeholders and external development teams and manages expectations between the various groups.
- Acts as a mentor to other business analysts and team members.

QUALIFICATIONS:

- University or College level education, preferably in Information Systems (or equivalent) and minimum of 5 years business analysis experience.
- Business Analysis Professional certification (IIBA-CBAP or equivalent)
- Experience planning and managing the business analysis and testing aspects of development projects.
- Excellent problem solving and analytical skills. Ability to translate broad, strategic intent into tactical plans and directions.
- Knowledge of the mandate, programs, and policies of the CFI and an understanding of its broad objectives; as well as its existing information system architecture and legacy systems.
- Ability to prioritize deadlines and demands while demonstrating initiative and creativity.
- Strong relationship management, facilitation, leadership and mentoring skills.
- Expertise in business analysis best practices and International Institute of Business Analysis (IIBA) standards.
- Knowledge of relational database structure, conceptual modeling, as well as online application and web form design.
- Expertise in software development lifecycles.
- Ability to communicate (written and orally) in both official languages.

ASSETS

- Masters Certificate in Business Analysis (MCBA)
- Experience with Information Management projects

The salary will be commensurate with qualifications and experience.

Please send your cv <u>and</u> a covering letter by end of day on April 2 2017 to

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We would like to thank all candidates who apply. Please note that only candidates selected for an interview will be contacted.

The Canada Foundation for Innovation supports official language and employment equality principles, and respects Ontario's Accessibility Standard for Customer Service policy.

Visit our website: www.innovation.ca for more information about the CFI.