

Oil & Gas Technology Group

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Oil & Gas

Technology Group

"Recruiting Top Talent for
The Upstream Oil & Gas Industry"

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Position Title:	SR. BUSINESS ANALYST - IT Pipeline Function
Salary Range:	Based on Experience
Classification (Full Time or Contract)	Contract / US Citizens / US Green Card only
Location:	Houston, TX
Education Requirements:	Bachelor's Degree Required (IT-related degrees are preferred).
Skills:	Volumetric Measurement Experience API Knowledge
Experience Level:	7+ years

Job Description:

The Business Analyst job family defines skills for formulating and defining system scope using information technology and industry knowledge/requirements, based on both user needs and a good understanding of information technology, business processes, and industry requirements. The job progression identifies responsibilities ranging from assisting, formulating and defining systems scope and objectives to self-directed activities that client's long term improvements in business processes.

Responsibilities

Activities:

1. UAT – Build Test Cases for Functional Measurement Testing
2. UAT – Execute Test Cases for Functional Measurement Testing Measurement Testing Rigor
3. Manage Risk - Limited SME Time might negatively impact our ability to meet milestones
4. Validate Test Results (received from ESI)
5. Validate Deliverables (received from ESI)
6. Execute testing using Applet and work with SMEs to validate results Also, see BA Job Description attached

Role

The Business Analyst works as a liaison among stakeholders, vendors, project managers and the IT deployment team in order to elicit, analyze, communicate and validate requirements for new or changing business processes, policies, information systems, and products. The Business Analyst understands business problems and opportunities in the context of the requirements and recommends solutions that enable the organization to achieve its goals. The Business Analyst combines strong technical skills and in-depth business knowledge to translate business requirements into specific IT solutions. We are looking for experienced individuals with a strong business analysis experience and a good working knowledge of the Oil & Gas industry.

Core BA Competencies

- Formulates and define project scope and objectives based on both client needs and a thorough understanding of business and industry requirements.
- Analyzes & documents current and future optimized business processes that accurately represent end-user workflows as related to the solution and/or project and make decisions based on documented business opportunities, risks and success factors.
 - o Experienced with, or has an understanding of Lean Six Sigma methods.
- Leads the requirements elicitation, analysis, verification, and acceptance process, ensuring that functional and non-functional requirement statements are complete, consistent, concise, comprehensible, traceable, feasible, unambiguous, and verifiable, and that they conform to company standards.
- Facilitates the RFI & RFP process and vendor selection.
- Assists in the Change Management process.
- Communicates needed changes to the internal and/or to the external development teams.
- Manages user expectations related to performance of proposed solutions, usability, business workflow implications, risk assessment and system functionality.
- Continually seeks opportunities to increase stakeholder satisfaction and deepen business relationships (external vendor & internal business).
- Manages client (external vendor & internal business) expectations effectively.
- Ensures issues are identified, tracked, reported on and resolved in a timely manner.
- Assists in end user training as needed.
- Leads testing efforts.
 - o Develops Master Test Plan
 - o Determines Level of Testing Required
 - o Creates and Executes Test Scripts (Modular, Functional)
 - o Support initiation and/or perform the completion of user acceptance testing.

Project Execution

- Assists in the enforcement of project deadlines and schedules.
- Takes input from supervisor, project manager, and team members and appropriately and accurately applies comments/feedback.
- Communicates and applies project standards.
- Consistently delivers high-quality services to the business, stakeholders, and vendors.
- Understands Project Management concepts.
- Manages deliverables for multiple projects.

Communication

- Exceptional communication skills – written, verbal, and presentation – with internal and external parties.
- Coordinates activities and communications with the end user groups.

- Assists in the facilitation of team and client meetings.
- Understands how to communicate difficult/sensitive information tactfully.

Technical Understanding

- Possesses understanding in the areas of application programming, database and system design.
- Understands technical system interfaces.
- Provides product knowledge support and industry best practices to other areas of the organization as required.
- Supports response to support department on questions and issues
- Troubleshoots issues on product functionality.
- Understands ITIL & ITSM Methodologies & Concepts

Problem Solving

- Identifies critical issues with ease.
- Exhibits confidence and an extensive knowledge of emerging industry practices when solving business problems.
- Pushes creative thinking beyond the boundaries of existing industry practices and client mindsets.

Leadership & Innovator Development

- Generates enthusiasm among team members.
- Proactively seeks opportunities to serve in leadership roles.
- Proactively seeks opportunities to develop standardized BA deliverable templates.
- Challenges others to develop as leaders while serving as a role model.
- Manages the process of innovative change.
- Conducts effective progress evaluations in a timely manner.
- Mentors those with less experience through informal channels.
- Seeks and participates in development opportunities above and beyond training required by us.
- Trains other innovators through both formal and informal training programs.
- Actively participates in company's BA CoP.

Required (Basic) Qualification:

- 7+ years directly related Business Analysis Experience.
- Bachelor's Degree Required (IT-related degrees are preferred).
- IIBA – CBAP (International Institute of Business Analysis – Certified Business Analysis Professional) preferred