

# **Associate Business Analyst**

## **Flexible Work Model (Online/Onsite)**

### **About OXO Tech**

OXO Tech is a rapidly expanding software company that specializes in bespoke development, resource augmentation, and system integrations. With plans to expand our operations, we are looking to hire the above positions immediately.

### **Key Responsibilities:**

- Collaborate with stakeholders to gather, analyze, and document business requirements for software projects.
- Assist in translating business needs into technical requirements for the development team.
- Support the development of functional specifications, use cases, and workflow diagrams.
- Participate in project planning and execution, ensuring alignment with business objectives.
- Conduct market research and competitor analysis to support strategic decision-making.
- Work closely with Dev and QA teams to ensure that solutions meet the defined requirements and quality standards.
- Assist in the preparation of user training materials and documentation.

### **Requirements:**

- Bachelor's degree in Business Administration, IT or a related field.
- 1+ years of experience in a business analysis or similar role within a software development environment.
- Strong analytical and problem-solving skills with the ability to interpret complex business needs.
- Excellent communication skills, both written and verbal, with the ability to interact effectively with technical and non-technical stakeholders.
- Proficiency in Microsoft Office Suite, including Word, Excel, and PowerPoint.
- Familiarity with project management and business analysis tools such as Jira, Confluence, or similar platforms.
- Understanding of software development life cycle (SDLC) and agile methodologies is a plus.
- Ability to work independently and as part of a team in a fast-paced environment.

### **What We Offer:**

- Attractive remuneration in par with industry
- Clear career growth
- Flexible work model
- Hands-on experience in a fast-paced corporate environment.
- Mentorship and guidance from experienced professionals.
- A friendly and supportive work culture.

If you are interested, please send your details CV to [ba.oxotech@oxoholdings.biz](mailto:ba.oxotech@oxoholdings.biz)

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