

Job Description

Department	Information Technology
Corporate Title	Manager, Business Analyst
Reporting line	Senior Manager

Job Duties:

- Liaise and communicate among IT application teams, users, and external parties for big projects, BAU, new product launch, life insurance operations, compliance, and new business initiatives.
- Manage business requirements gathering, analysis and documentation.
- Responsible for Business Requirement Document (BRD), Integration Testing, User Acceptance Test (UAT), Functionality Testing, Regression Testing, User Training, System Change Request, System Interfaces, Reporting and participation in all phases of system development life cycle.
- Analyze and follow up production problems; data extraction and interpretation.
- Communicate with external partners; manage IT issues / incident internally.

Qualifications & Requirements:

- Ability to express complex technical concepts in business terms.
- Ability to derive sensible technical solutions to fulfill business requirements and needs.
- Ability to communicate business requirements with developers.
- Strong analytical, problem-solving, multi-tasking and project management skills with business acumen.
- Degree holder in Computer Science, Business or related disciplines.
- Experience in system development or business analysis in insurance or financial sector for minimum 5 years.
- Good knowledge in life insurance administration system, financial systems, imaging and workflow, web portal.
- Experience in IFRS17, LIFE/Asia, Oracle PL/SQL, MS SQL and/or digital applications are strongly preferred.
- Team player with excellent interpersonal and communication skills in both English and Chinese.
- Ability to speak fluent Mandarin is preferred