

Meradia is seeking a Business Analyst to service existing and new client relationships. This position requires strong functional and industry knowledge, and the following skills:

REQUIREMENTS

- Analyze business requirements by validating logic, feasibility and testing assumptions and make actionable for development.
- Provide functional guidance to the client through the successful development and integration of new systems.
- Provide clients with research and insight relating to software applications and technology, operations processing, reporting and performance measurement.
- Develop and maintain project plans, status memos, procedural and operational documentation.

SKILLS & ABILITIES

- Experience designing, developing and implementing technology solutions in the investment services industry.
- Experience working in or managing systems implementation and development projects that impact multiple departments.
- Proven record of analyzing business processes and developing practical solutions that drive efficiency, improve client service and reduce risk.
- Ability to assess and document business needs: systems, data, integration, work flows, output and the economic impact of each.
- Strong analytical and business skills.
- Excellent interpersonal, verbal and written communication skills.

KNOWLEDGE & EXPERIENCE

- Strong functional, technical and operational knowledge of the investment management industry.
- Fundamental knowledge of front, middle and back office operations in investment management organization, with strong understanding of institutional client reporting.
- Strong knowledge of a broad range of investment management products including US and global equities, fixed income and derivative products.
- Understanding of multi-currency portfolio accounting.
- Minimum of 5 years of experience in the investment services industry.
- Experience writing business requirements, functional requirements and test plans.
- Basic knowledge of SQL preferred.
- MBA, CFA charter holder or candidate, CIPM designee or candidate is strongly preferred.
- Willingness to travel is required.

Meradia

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