

Business Analyst

Full-time position in Zurich, Switzerland

Starting date: May 1, 2019 or upon agreement

Please click [here](#) to submit your application.

About RepRisk

RepRisk is a leading research and business intelligence provider, specializing in environmental, social and governance (ESG) and business conduct risks. As a premium due diligence solution, RepRisk helps clients prevent and mitigate business conduct risks related to their operations, business relationships, and investments.

Since 2006, RepRisk leverages artificial intelligence and human analysis to translate big data into actionable analytics and metrics. With daily updates, universal coverage, and curated adverse data on companies, projects, sectors, and countries, RepRisk offers a suite of a powerful risk management and compliance services.

Headquartered in Zurich, Switzerland, RepRisk serves clients worldwide, enabling them to reduce blind spots and shed light on risks that can have reputational, compliance, and financial impacts on a company.

Job Description

Do you want to support banks and insurance companies to vet their clients for good environmental practices, and better manage risky projects from pipelines in Canada, to copper mines in Congo and fish farms in Thailand? Do you want to help companies worldwide identify those suppliers that use child and forced labor to help change these practices? Moreover, do you want to help us keep up with the ever-changing needs of our diverse and growing client base and ensure we offer them the products and services that make their job as easy as possible?

If the answer to the above is yes, then join the RepRisk Client Solutions team and apply your skills in business analysis and IT software product management for close to 300 clients, from global banks, investors, and corporates to NGOs and United Nations agencies, who are relying on RepRisk's premium data to integrate ESG risk and sustainability considerations in their day to day work.

You will work closely with the Client Services, Sales teams and the IT team to help translate client needs into software features, design new RepRisk risk products, and help manage our existing software applications.

We are looking for someone who enjoys talking to both internal stakeholders and clients across diverse sectors and geographies, can elicit and structure business needs, break them down into feasible requirements for software developers and manage resulting projects across functions. As the first business analyst at RepRisk, you will have the opportunity to also shape this role and related process and work closely with colleagues from IT in an agile setup.

The position reports to the Manager Client Solutions within Sales and Marketing.

Responsibilities

- Gather, document and prioritize software requirements in a cooperative approach including clients and internal stakeholders from business and IT, e.g. by collecting critical information from meetings and producing useful reports
- Define and successfully manage projects by creating project plans (incl. timelines, milestones, resources), guiding involved teams through the development process, tracking activities and resolving problems
- Serve as a product owner for several existing software applications and products reviewing and prioritizing related IT tickets
- Study current processes and system capabilities, construct workflow charts and diagrams, write specifications and improve existing documentation for both technical and business aspects
- Effectively communicate about your insights and plans to cross-functional team members and management

Candidate Profile

- A Master's or Bachelor's Degree in business or software engineering or a related field
- A minimum of 2 years experience in business analysis or software product management/ requirements engineering, ideally following the Scrum methodology
- Exceptional analytical and conceptual thinking skills
- Proven track record of successfully managing cross-functional projects and the ability to influence stakeholders and work closely with them to determine acceptable solutions, incl. leading meetings and giving presentations
- Working experience with Java, Javascript, SQL, Python and PHP is a plus
- Familiar with software and database related aspects for SAAS application

- Curiosity to learn about business and financial services, especially banking, insurance, or investment management, as well as business conduct and sustainability. Knowledge and experience in the field of ESG information and sustainability is a plus
- Very good oral and written communication skills in English (including editing)
- A team player who loves to work in a highly diverse team and across functions
- You are reliable, curious, open-minded and goal oriented, while striving to deliver operational excellence and superior quality

What We Offer

- The world's best data and technology (including NLP and machine learning) with respect to business conduct and ESG risks
- An entrepreneurial, international and young work environment
- A shared mission to drive accountability and responsible behavior of companies, thus creating positive change
- A long-term employment opportunity at a growing global company

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For more information, please visit <http://www.reprisk.com> or follow us on [Twitter](#).