Company :	**ClearTax**
Company Name :	**ClearTax**
Nature Of Business :	**FinTech**
Designation :	**Business Analyst**
Tentative Job Location :	Bangalore

Business Analyst Job Description

Review, analyze and evaluate business systems and user needs. Document requirements, define scope and objectives and formulate systems to parallel overall business strategies.

Responsibilities:

- Determine operational objectives by studying business functions; gathering information; evaluating output requirements and formats
- Construct workflow charts and diagrams; studying system capabilities; writing specifications
- Improve systems by studying current practices; designing modifications
- Recommend controls by identifying problems; writing improved procedures
- Define project requirements by identifying project milestones, phases and elements; forming project team; establishing project budget
- Monitor project progress by tracking activity; resolving problems; publishing progress reports; recommending actions
- Maintain user confidence and protect operations by keeping information confidential
- Prepare technical reports by collecting, analyzing and summarizing information and trends
- Contribute to team effort by accomplishing related results as needed
- Validate resource requirements and develop cost estimate models
- Conduct and coordinate financial, product, market, operational and related research to support strategic and business planning within the various departments and programs of the client group
- Interpret, evaluate and interrelate research data and develop integrated business analyses and projections for incorporation into strategic decision-making
- Plan and coordinate the development of primary and secondary market research studies in support of strategic planning and specific marketing initiatives, as required and presents findings of studies to client committees

- Perform daily, weekly and monthly reviews and analyses of current processes using operational metrics and reports
- Review a variety of areas including operations, purchasing, inventory, distribution and facilities
- Understand and communicate the financial and operational impact of any changes
- Suggest changes to senior management using analytics to support your recommendations. Actively participate in the implementation of approved changes
- Create informative, actionable and repeatable reporting that highlights relevant business trends and opportunities for improvement
- Conduct insightful, ad hoc analyses to investigate ongoing or one-time operational issues

Requirements:

- Bachelor's Degree from IITs
- Microsoft Access and/or SQL experience strongly preferred
- Ability to impact operations and effect change without being confrontational
- Detail oriented, analytical and inquisitive
- Ability to work independently and with others
- Extremely organized with strong time-management skills

Eligibilty :

Program	AE	BS	BE	CE	CHE	CSE	EE	ES	ME	MSE	PHY	CHM	MTH	ECO	DES	IME	CGS	HSS	EEM	MSP	NET	PSE	Stats
BT	Yes	Yes	Yes	Yes	Yes	Yes	--	Yes	Yes	--	--	--	--	--	--	--	--	--	--	--	--	--	--
BS	--	--	--	--	--	--	Yes	--	--	Yes	Yes	Yes	Yes	--	--	--	--	--	--	--	--	--	--
MT	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	--	--	--	--	--	Yes	--	--	Yes	Yes	Yes	Yes	--	--
DoubleMajor	Yes	Yes	Yes	Yes	Yes	Yes	--	Yes	Yes	Yes	Yes	Yes	Yes	--	--	--	--	--	--	--	--	--	--
dual	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	--	--	--	--	--	--	--	--	--	--
dualB	Yes	Yes	Yes	Yes	Yes	Yes	--	Yes	Yes	Yes	Yes	Yes	Yes	--	No	--	--	No	--	No	No	--	--
dualC	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	--	--	--	--	--	--	--	--
Mdes	--	--	--	--	--	--	--	--	--	--	--	--	--	No	--	--	--	--	--	--	--	--	--
MBA	--	--	--	--	--	--	--	--	--	--	--	--	--	No	--	--	--	--	--	--	--	--	--
Phd	No	No	No	Yes	Yes	Yes	No	Yes	No	Yes	No	Yes	Yes	No	No	No	No	No	No	No	No	No	Yes
MSc	--	--	--	--	--	--	--	--	--	Yes	No	Yes	--	--	--	--	--	--	--	--	--	--	Yes
MSR	Yes	Yes	Yes	Yes	Yes	Yes	--	Yes	Yes	--	--	--	--	--	--	Yes	--	--	--	--	Yes	--	--

CTC :- 10,00,000

Cost to Company :

Fixed :- 9,09,100

Variable :- 90,900
Package :- 13,00,000

Package Details :

Fixed :- 9,09,100

Variable :- 90,900

	Stocks :- 3,00,000
Bond :	**False**
CPI CutOff :	**0.0**
Medical Requirments :	
Resume Shortlist :	**False**
Aptitude Test:	**True**
Aptitude Test Duration:	**N/A**
Group Discussion:	**False**
Technical Test:	**False**
Technical Interview:	**True**
Technical Interview Duration:	**N/A**
Number of Techincal Interview Rounds:	**2**
HR Interview:	**True**
HR Interview Duration:	**N/A**
Additional Information:	