Job Title: Business Analyst
Location: Kolkata, West Bengal
Company: SentientGeeks
Employment Type: Full-Time

Role Summary:
We are seeking a detail-oriented Business Analyst to join SentientGeeks. You will bridge the gap between business needs and technological solutions, helping the company make data-driven decisions and deliver projects that align with our strategic goals.

Key Responsibilities:

- Gather, document, and analyze business requirements from stakeholders.
- Translate requirements into clear functional specifications and workflows.
- Conduct market and competitor analysis to identify trends and opportunities.
- Collaborate with development, design, and QA teams to ensure delivered solutions meet business objectives.
- Monitor project progress, highlight risks or issues, and suggest corrective actions.
- Generate regular reports, dashboards, and presentations for senior leadership.
- Suggest improvements in business processes to enhance efficiency and reduce costs.

Qualifications & Skills:

- Bachelor's degree in Business, Economics, Engineering, IT, or related field.
- 2-4 years of experience in a Business Analyst role (software/tech or related industry preferred).
- Strong analytical skills; proficient in requirement gathering and documentation.
- Good communication skills, both verbal and written; ability to liaise between technical and non-technical stakeholders.
- Familiarity with tools like Microsoft Excel, PowerPoint; experience with requirement-management or BI tools is a plus.
- Problem-solving mindset, attention to detail, ability to work under deadlines.

What We Offer:

- Competitive salary and benefits.
- Opportunity to work in a fast-growing tech environment.
- Supportive team culture with scope for professional development.
- Exposure to various projects and stakeholders.