RPA Business Analyst

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Company: Maarut Inc

Location: Toronto

Category: other-general

Resource Profile The RPA Business Analyst will support process optimization and enhancement of new processes as well as scoping and implementation of new use cases on existing robots. The RPA business analysts will create and update process design documents, document user stories in the team JIRA board, support testing and validation of automations. The RPA business analysts will work closely with the RPA developers and the business SMEs throughout the RPA delivery lifecycle. Resource Responsibilities Elicit, document and analyze current state solution from the existing documentation and in workshops with business SMEs Based on the analysis of the current state, policy and legislative constraints, and business needs identified by business SMEs, define and document future state requirements in a variety of interim and prescribed artefacts, such as PPDs, use cases, user stories, business rules, data dictionary, workflows and data analytics, issue or option papersValidate requirements with assigned business resources Raise any issues requiring further investigation and/or business decisionsProvide business analysis expertise and support to aid decision-making by conducting in-depth analysis, summarizing, and providing recommendations.Manage requirements through various stages, including traceability and linkage between different deliverables while using SharePoint Online as a requirement repository Creation of Business Process Design document (PDD) Contribute to the Process Solution Design Document Facilitate the testing of Automated Process Assist in the triage for defects Requirements MUST HAVE: 1. 5+ years of Business Analyst experience 2. 3+ years of experience in business analysis for RPA automation processes 3. Strong analytical and critical thinking skills with demonstrated attention to detail 4. Minimum of 3 years of process design

and process improvement experience 5. Strong problem-solving skills, able to prioritize among many conflicting needs, advocate a course of action, and pursue it consistently but flexible and responsive to dynamic situations 6. Experience in writing Process Design Documents & Solution Design Documents 7. Proven capabilities to improve manual processes through automation design and execution 8. Experience with designing and implementing robotic process automation and low code/no code workflow orchestration 9. Proven ability to liaise with business subject matters in gathering of business requirements 10. Proven process development skills and solid understanding of project life cycle and the capability to apply best practices knowledge to unique and dynamic situations 11. Team player, energetic personality, quality minded, focused, committed, able to work independently in a fast-paced, changing environment. Continually seeks opportunities to increase stakeholder value identify & address project impediments proactively, including proper escalation to individuals/groups as needed NICE-TO-HAVE: Experience capturing and analyzing process flows to identify efficiencies Business Analyst Certifications with RPA platforms

RPA BA

10+ Years

RPA

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