



WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Technical Business Analyst
Internal Reference	CEN-0511
Business Unit / Group Function	Central Services
BU Team / Sub-Function	Group Technology Services
Location	Arete
Team Leader Role	Business Intelligence Leader
Role Level	4B
Team Members	No
Role Purpose Support developers, architects and business requestors by translating requests for BI support into technical definitions and documentation aligned to WGS reporting principles and governance.	
Accountabilities <ul style="list-style-type: none">• Capture, review and validate reporting requirements, translating these into data model gap analysis risks• Collaborate with architects and developers to ensure solutions align to reporting governance and service delivery principles.• Develop and maintain documentation (i.e. Report Design Specifications, Testing templates, etc.) to enhance internal processes and drive continuous improvement• Test and assure technical solutions, validating that they meet the requirements and facilitating a workable solution for any limitations to delivery.• Support the promotion of new content throughout the development lifecycle in line with business requirements• Perform system analysis on deployed solutions ensuring these align with business requirements and reporting governance principles• Contribute to the continuous improvement in process, performance, productivity and quality in line with business standards• Train end-users to ensure proficiency with new solutions across multiple business functions• Contribute to and champion the ongoing BI Strategy alongside Business Leaders encouraging end user engagement• Proactively share knowledge with other team members, updating and documenting procedures to the required standard• Provide end-to-end system support for relevant BI applications including but not limited to ensuring support calls are closed within service level targets and system uptime meets agreed business targets	
Created by:	
Creation Date:	
HRBP:	N/A



WILLIAM GRANT & SONS

Date of last revision:	19/04/2024
-------------------------------	------------