



Business Analyst

Experience-	3-6 years
Location-	New Delhi
Educational Qualifications-	MBA from Top B Schools

We are looking for someone who can combine expert business analysis skills with functional expertise, a strategic mindset and leadership skills to support business and key stakeholders to improve business efficiency, productivity and drive revenue.

This position requires the incumbent to be an expert facilitator skilled in negotiation with senior and executive level stakeholders, a strong communicator, strategic thinker and a collaborative team member who actively engages across levels to successfully deliver on initiatives.

Responsibilities:

- Responsible for analysis of Financials related to Business (P&L, Financial projections, Cash flow, Budgeting)
- Well versed in preparing and analyzing reports for Management review
- Actively engaged in data analysis, market strategy and strategy related aspects of Business
- Responsible for Market Sizing and Forecasting, Market Trend Analysis and Company Profiling
- Hands-on in synthesizing information from various market research databases and online sources
- Gathering critical information from meetings (internal and external) and prepare useful reports
- Managing projects, developing project plans, and monitoring performance
- Organizing and facilitating meeting, and distributing minutes to respective departments/ team members
- Documenting and following up on important actions and decisions from meetings
- Providing administrative support as needed
- Ensure stakeholder views are managed towards the best solution

Desired Skills & Requirements:

- Experience in the Healthcare industry in a similar capacity/role will be an added advantage
- Candidate should be open to travel based on Business requirement
- Exceptional verbal, written and presentation skills
- Ability to work effectively both independently and as part of a team
- Competency in Microsoft applications including PowerPoint, Word, Excel, and Outlook
- Knowledge of file management and other administrative procedures
- Ability to work on tight deadlines
- Should be dependable and maintain highest level of confidentiality