

**CAREER OPPORTUNITY
SENIOR BUSINESS ANALYST
STRATEGIC PLANNING /BUSINESS& ANALYSIS DEPARTMENT**

JOB SUMMARY: – The Senior Business Analyst plays a pivotal role in enhancing operational efficiency and driving strategic growth. This position involves analyzing business processes, identifying performance gaps and inefficiencies, and uncovering opportunities for cost savings and productivity improvements. Acting as a bridge between business needs and solutions, the Senior Business Analyst delivers data-driven insights, actionable recommendations, and facilitates the implementation of initiatives that yield measurable results.

KEY DUTIES AND RESPONSIBILITIES: -

- Gather, document, and analyze business requirements from stakeholders.
- Map and evaluate existing processes to identify inefficiencies and recommend improvements.
- Design dashboards and reports for executive leadership and Board presentations.
- Develop functional specifications and business cases for proposed solutions.
- Collect, analyze, and interpret business data to generate insights and support decision-making.
- Create dashboards, KPIs, and performance metrics to monitor business performance.
- Utilize tools like Power BI, Tableau, or Excel for business intelligence reporting.
- Drive performance analysis of aeronautical operations, including airline traffic trends, route profitability, and air service development, budgeting, and forecasting activities.
- Facilitate workshops and meetings to gather input and present findings.
- Support the development, testing, and implementation of new systems or changes to existing processes.
- Monitor project timelines and deliverables, ensuring alignment with business goals.
- Maintain up-to-date documentation of processes, policies, and procedures.
- Ensure compliance with internal controls, quality standards, and regulatory requirements.
- Assist in designing performance metrics and KPIs for internal audits.
- Support compliance reviews for strategic objectives and enterprise projects.

QUALIFICATIONS: -

- Bachelor's degree in business administration, Finance, Economics, Information Systems, or a related field.
- Professional certifications such as CBAP, PMI-PBA, or Six Sigma are preferred.
- 3–5 years of experience in Business Analysis or a related analytical role.
- Strong analytical, problem-solving, and communication skills.
- Proficiency in Microsoft Excel, PowerPoint, and data visualization tools (e.g., Power BI, Tableau)
- Experience with forecasting tools, financial modeling, benchmarking, and performance tracking.
- Experience with process mapping tools (e.g., Visio, Lucid chart) and project management software.
- Excellent written and verbal communication skills.

- Ability to work both independently and collaboratively with cross-functional teams and stakeholders.
- Familiarity with airport operations, safety protocols, and regulatory frameworks.
- Proven ability to collaborate across functions and engage stakeholders at all levels.
- Capable of facilitating workshops, interpreting complex problems, and presenting clear recommendations.
- Ability to manage multiple projects simultaneously in a high performing culture.

Resumes and certificates should be forwarded via email to people@nas.bs on or before **Friday, August 29, 2025. Only candidates who meet the requirements will be contacted.**