



## **Senior Software Business Analyst/Project Manager**

**Location:** Sutton Weaver, Cheshire

**Salary:** Competitive

**Job Type:** 37.5 Hours per week; Permanent Position.

Spirit is an expanding IT company, based in Sutton Weaver, Cheshire. We provide rugged mobile data capture solutions to large blue-chip clients. More information can be found on our website – [www.spiritdatacapture.co.uk](http://www.spiritdatacapture.co.uk).

Due to a period of extended growth, we are currently looking to recruit a Senior Software Business Analyst/Project Manager to work in partnership with the Programme Delivery team alongside designers, solutions architects and other Business Analysts.

### **The Role**

Reporting to the Director of Software the primary function of the Senior Software Business Analyst/Project Manager will be to implement and lead multiple small and large software/mobile application development projects from the concept through to go live, acquiring resources and coordinating the efforts of the rest of the technical team members in order to deliver projects according to plan.

You will work across multiple stages of the project lifecycle to take customer and business propositions, critically evaluate them and develop and agree an end to end customer and technical design (with full specification level deliverables from entry to build followed by a level of support through the project lifecycle).

This role is part of the technical team providing a managed service solution to external customers for mobile devices and software applications.

### **Duties and Responsibilities**

Key areas of focus are:

- Scope and schedule project goals, milestones and deliverables
- Work with the internal technical teams and customers to define and plan the project life cycle deployment; manage completion schedule estimation and resource planning
- Create and maintain detailed project plans; monitor, track and report on

project progress; manage project scope, issues, risks, change orders, and escalations to the Software Director.

- Coordinate with the technical teams to project manage each release through planning, development, test and delivery phases
- Obtain approval on proposed scope and prioritisation changes.
- Manage customer communications and expectations throughout the project
- Hold accountable owners for timely delivery and resolution of issues to meet milestones and expectations and communicate risks as appropriate
- Contribute to the development and improvement of standard processes and procedures as needed
- You will also be expected to coach and mentor more junior Business Analysts.
- Complete other duties as assigned.
- You will be required to conduct occasional customer site visits and should be able to drive.

## **Professional requirements**

To be considered for this role you will be a Senior Business Analyst with 3 years' experience in a BA/Product Owner role. You should have recent exposure to software engineering and development environments, ideally with a working technical knowledge or enthusiasm to work with mobile operating systems (primarily Android) and Web Based applications.

In addition you will have:-

- Strong core BA skills including requirements elicitation, process design and specification documentation.
- Deep Business Analysis experience preferably having worked on software related projects and programmes.
- Organised, proactive, overcoming hurdles.
- The ability to demonstrate solid knowledge of software products, processes and tools.
- Prince 2 certification or equivalent
- SCRUM certification or equivalent
- ITIL certification or equivalent
- Team Leader experience
- The ability to build strong relationships with business and senior stakeholders to manage objections and approvals efficiently across the range of product, channel, legal and compliance stakeholders.
- Experience in Agile environments
- Proven ability to manage analysis across large scale portfolio of initiatives.

## **Personal requirements**

You will:-

- Be a disciplined thinker with outstanding organisational skills, capable of working across organisational boundaries in a very demanding, high-output environment.
- Have excellent English written & oral communications - attention to detail and accuracy is essential.
- Be pro-active, adaptable and results driven, overcoming hurdles for yourself and the team.
- Be a team player who must be able to work under pressure, juggle multiple projects, using own initiative and motivation to meet deadlines and set priorities without close supervision.
- Have a proven ability to successfully manage small and large-scale projects on tight deadlines with significant collaboration. Able to multi-task on a daily basis.
- Have a full driving licence in order to attend customer site visits.

Due to the office location, own transport is highly recommended.

Proof of eligibility to work in the UK required.

Spirit is ISO9001:2008 accredited and an Equal Opportunities Employer.

**NO AGENCIES OR TELEPHONE CALLS PLEASE.**