



# POSITION DESCRIPTION

**POSITION TITLE:**

Business Analyst

**LOCATION:**

**MALAYSIA**

**PHILIPPINES**

**VIETNAM**

## ASW COMPANY OVERVIEW

AS White Global (ASW) is an Australian owned company with offices in Sydney, Vietnam, the Philippines, and Malaysia. We are specialists in unified offshore staffing solutions and have been working in Southeast Asia for the past decade. Our ASW employees are part of our very special ASW family and culture, but also integrate into our client's brand and team – effectively you get two work families!

Working in our local ASW company culture means you will develop strong friendships and great support networks. You will be part of a positive and engaged environment, participate in team and company events, and have access to global training and development opportunities. In addition, you will get exposure working with our international clients and build on your existing skill sets.

## CLIENT OVERVIEW

Our client, one of the leading specialists in Australian Insurance that was first founded in 1910 with approximately 2,600 team members, is looking to onboard a **Business Analyst** with a technical focus to join their team.

## CLIENT POSITION DESCRIPTION

### Key Responsibilities

#### *1/ Strategy & Planning*

- Meet with decision makers, systems owners, and end users to define business, financial, and operations requirements and systems goals, and identify and resolve systems issues.
- Lead design sessions in prototyping new systems for the purpose of enhancing business processes, operations, and information process flow.
- Review and analyze the effectiveness and efficiency of existing systems and develop strategies for improving or further leveraging these systems.
- Identify and establish scope and parameters of systems analysis in order to define outcome criteria and measure-taking actions.

#### *2/ Acquisition & Deployment*

- Collaborate in the planning, design, development, and deployment of new applications, and enhancements to existing applications.
- Conduct research on software and hardware products to justify recommendations and to support purchasing efforts.

#### *3/ Operational Management*



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- Prepare and deliver reports, recommendations, or alternatives that address existing and potential trouble areas in operating systems across the organization.
- Create system design proposals.
- To provide account management support in all new business activity and take an active role in part in proposal creation and writing, and credential and pitch meetings.
- Perform cost-benefit and return on investment analyses for proposed systems to aid management in making implementation decisions.
- Ensure compatibility and interoperability of in-house computing systems.
- Create systems models, specifications, diagrams, and charts to provide direction to system programmers.
- Coordinate and perform in-depth tests, including end-user reviews, for modified and new systems, and other post-implementation support.
- Provide orientation and training to end users for all modified and new systems. Provide guidance and/or instruction to junior staff members.

## Skills, Experience & Qualifications

- Bachelor's Degree with at least 3-5 years of Business Analysis experience.
- Proven experience in overseeing the design, development, and implementation of software and hardware solutions, systems, or products.
- Familiarity with trends in web standards, accessibility, and usability.
- Extensive practical knowledge in importing data for use in report software, spreadsheets, graphs, and flow charts.
- Proven experience in the operation and analysis of database hardware, software, and standards, as well as data retrieval methodologies.
- Demonstrated project management skills.
- Excellent analytical, mathematical, and creative problem-solving skills.
- Ability to conduct research into systems issues and products as required.

## ASW Offers

- Competitive remuneration
- We are experts in **Offshoring** partnerships. This means that you will be a trusted member of the ASW family, and get access to our great benefits, plus you also get to work directly with ONE of our clients as a part of their international team from the US, UK, Canada, Australia, New Zealand, and much more.
- Premium Personal Insurance Package
- Great Paid Leave entitlements
- Free LinkedIn learning & Coursera account
- Stocked fridges and pantries - free coffee, cold beverages, snacks
- Our own ASW Toastmasters Club - perfect your English!
- A diverse, inclusive and supportive company culture
- Exposure to an international environment, working with people across Malaysia, Vietnam, and Australia
- Opportunity to collaborate and work with global clients and stakeholders
- Team outings, travel abroad opportunities, company parties/events, and other exciting activities
- Industry and role-related training
- Overtime is rarely required
- Ongoing career opportunities