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## Title: Business Analyst - APAC

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### Company Overview

People2.0 is the world's largest global employer of record (EOR) and agent of record (AOR) services platform, created exclusively to serve the talent ecosystem, including staffing agencies, search and recruiting firms, individual recruiters, mass talent procurement organizations, and compliance, contracting, and consulting companies.

People2.0 enables talent providers, large and small, to place anyone in any work arrangement, anywhere—simply, quickly, and compliantly. Our global team is dedicated to helping our customers expand their value proposition, optimize opportunities to access the global talent pool, and create a borderless world of unlimited growth for their business.

Please visit [People20.com](https://people20.com)

### Position Overview

Under the direction of the Head of IT APAC, the Business Analyst will undertake discovery, scope, design, development and implementation of Business/IT solutions that support key business objectives of sustainable growth, efficiency and cost control.

The Business Analyst will act as a liaison between the Company's IT and Application Development group and its internal and external stakeholders, along with assisting Systems and Infrastructure team in delivering business applications and IT systems' support to the business.

### Primary Objectives

- Perform maintenance/problem/opportunity analysis through internal and external workshops, interviews, system and data analysis
- Develop solutions composed of workflows and solutions design documents as well as schematic models, mock-ups, functional specifications, data models, process models and user documentation, communications & reference material
- Plan testing and user acceptance, develop test cases and schedules and conduct testing & UAT
- Coordinate & conduct bug/defect triage meetings, coordinate bug fixes and subsequently coordinate UAT acceptance
- Plan user training, develop training plans, user guides, training material and coordinate & conduct training
- Champion post project reviews and initiate benefits realization by planning executing and reporting on post project reviews and handover outcomes to the business
- Where needed, assist with user education and awareness programs on technology tools and systems through education/awareness/training sessions
- Prepare necessary reports related to project roadmaps and project performance which directly impact on project and personal KPIs
- Act in the capacity of product owner for internal business applications and recommend improvements to the Head of IT APAC
- Lead project teams to implement regional projects for internal stakeholders
- Coordinate (amongst Business & IT stakeholders), develop & communicate project briefs, high level plans, and schedules
- Assist with resolving user issues and provide clarification on system functionality
- Assist with developing new processes supporting existing or new business
- Scope changes/improvements to business systems and processes using standard documentation methods/templates and provide recommendations to the Business Systems Manager

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### Skill & Qualifications

- Bachelor's degree or higher in Business or Computer Science
- 5+ years' experience as a Business Analyst
- Operate with a customer focus, with a professional and ethical approach
- Track record of successfully creating and implementing detailed business processes
- Exceptional written and verbal communication skills and professional demeanor; ability to communicate with both technical and non-technical people at all levels of a business organization
- Effective communication and presentation skills in person or using virtual tools
- Experience with large scale projects working with cross functional and remote resources
- Experience with data/systems integration projects preferred
- Experience as a Lead BA, Project Team Lead or Product owner preferred
- Experience with BI, report design and UI/Wireframing preferred
- High level of proficiency in Microsoft Office product suite
- Strong analytical and problem-solving skills; detail orientation and familiarity with troubleshooting and testing techniques

People 2.0 is committed to providing equal employment opportunities to all associates and applicants without regard to race, color, national origin or ancestry, citizenship status, religion, sex (including pregnancy, lactation, childbirth or related medical conditions), sexual orientation, physical or mental disability, age, veteran status, uniformed servicemember status, gender identity, genetic information (including testing and characteristics) and any other characteristic prohibited by federal, state or local law. Our commitment to equal opportunity employment applies to all persons involved in our operations and prohibits unlawful discrimination by any employee, including supervisors and co-workers.

In furtherance of this commitment, the Company is committed to providing a work environment that is free of prohibited harassment. As a result, the Company strictly prohibits sexual harassment and harassment against applicant and employees based on any legally recognized status, as defined above, or any other status protected by federal, state, or local laws.