

Business Analyst

Be part of something amazing.

Our mission, your task.

Time4Advice is on a mission to disrupt the financial advice technology landscape. For far too long technology providers have failed to deliver the panacea of benefits promised.

We're out to change that. It's why we've teamed up with Microsoft to create CURO, the most modern financial advice solution in the market. Spanning a firm's entire business, CURO is a digital transformation platform that delivers multi-channel client experiences, the ability to service more clients, centralised data, reduced risk and significant operational efficiencies.

Built on Microsoft's Dynamics 365, CURO is underpinned by \$4bn annual investment by Microsoft in the underlying technology, AI and machine learning. This means Time4Advice's clients can be assured that CURO will remain at the forefront of modern advice technology and enable them to take full advantage of future AI and machine learning opportunities.

Your task is to help us fully utilise the power of Microsoft technologies and develop CURO into the UK's leading technology solution for financial advice professionals.

Developing your skills and working on the latest Microsoft technologies.

You will develop your skills and experience by working with some of Microsoft's latest and best technologies including Dynamics CRM, Azure app services, and the technologies to support our migration to the Microsoft Power Platform. Our roadmap features the adoption of PowerApps, Power Automate, AI builder and Azure services. Time4Advice has been chosen by Microsoft to implement and showcase these latest and exciting technologies into the financial services and financial planning sector in the UK. and the Power Platform.

Unique culture, established company, financial backing.

Based in Norwich, we were formed in 2010 and have established an outstanding reputation in our sector with over 4,000 users of our solution. In January 2021, we were acquired by IntegraFin, a FTSE250 listed company that operates Transact the multi-award-winning investment platform. This means we are now part of a 500 strong team and have the financial backing to take our solution to the next level and fulfil our mission.

About the role.

Job Title:	Business Analyst
Location:	Office (Norwich)
Core Hours:	9am - 5:30pm, Monday – Friday
Non-Core Hours:	From time to time there may be a requirement to work outside of core hours.
Travel:	Occasionally, you may need to travel to customers' sites and to other Time4Advice offices.
Holidays:	25 days per year plus public holidays
Reports to:	Product Owner
Salary:	30k-35k depending on experience

Description.

We are looking for an experienced BA to take responsibility for business analysis within our product team. Working closely with stakeholders, clients, support, and software development, you will collect and analyse requirements and then work with product owners to produce detailed specifications. You will also work across the business to help identify and implement new software features and functionality.

Our ideal candidate has a strong client-focus and cares about the impact of their work, both within the business and with the end customer. They should also be used to delivering on their commitments and manage expectations across all stakeholders.

Excellent communication, organisation, and relationship skills are essential. Time4Advice has an Agile approach towards development, utilising the Scrum framework. Therefore, we are looking for a candidate who has worked within an Agile culture.

We offer flexible working arrangements. However, you will be expected to travel to our Norwich office when needed (subject to the current COVID-19 guidelines).

Responsibilities.

- Analysis of current functionality and identifying improvements which help the business reach its strategic goals.
- Identification, collation, and analysis of requirements from customers and stakeholders.
- Conversion of requirements into documented features and user stories.
- Assisting the product owner with curation and prioritisation of the CURO product releases.
- Supporting the training team in creating user documentation for new features and functions.
- Working with the product owner and the development team to ensure that planned development meets the documented requirements and is suitable for the product.
- Assisting the support team with issue resolution by providing product or industry insight and knowledge.

Key knowledge areas.

We are looking for candidates who have knowledge and experience in at least one of the following: a) Microsoft Dynamics CRM b) Microsoft Dynamics 365 c) Microsoft Power Platform, or d) Financial services/ FinTech sector.

Skills and Experience.

- Excellent communication skills, with the ability to talk and present to a range of audiences
- The ability to work under pressure on multiple projects simultaneously
- Business Analysis experience (Requirement gathering, ability to translate complex financial services requirements into user stories)
- A pro-active attitude towards issue management and resolution.
- A good understanding of information technology.
- Microsoft Dynamics CRM or Microsoft Dynamics 365
- Knowledge of Agile Software Development Life Cycle
- Knowledge of the Scrum Framework