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| ORGANIZATION | National Institute of Urban Affairs (NIUA) |
| CENTRE | Centre for Digital Governance (CDG) |
| PROJECT | AMPLIFI - Assessment and Monitoring Platform for Liveable, Inclusive and Future-ready Urban India |
| FUNCTIONAL TITLE | Business Analyst |
| NO. OF POSTS | One |
| DURATION | 12 months - extendable |
| DUTY STATION | New Delhi, India |

About the National Institute of Urban Affairs (NIUA):

Established in 1976, the National Institute of Urban Affairs (NIUA) is a premier institute of the Ministry of Housing and Urban Affairs, Government of India, for research and capacity building for the urban sector in India. For more than 40 years now, NIUA has been the vanguard for contributing to and building the urban narrative for a fast-evolving urban India. The Institute has been actively working on bringing forth key areas of concern for urban India in order to build the urban discourse at various urban scales. It has utilised its competencies in research, knowledge management, policy advocacy and capacity building to address urban challenges and continuously striving to develop sustainable, inclusive and productive urban ecosystems in the country. It has emerged as a thought leader and knowledge hub for urban development in India and is sought after by both Indian and international organisations for collaborations and partnerships in India’s urban transforming journey. NIUA is committed towards aligning its efforts towards achieving Sustainable Development Goals (SDGs) through all its initiatives and programmes. Read more about NIUA at niua.in

About the Assessment and Monitoring Platform for Liveable, Inclusive and Future-ready Urban India (AMPLIFI):

The platform is being utilised by all the States and Union Territories to submit the information against KPIs under Urban outcome framework by logging in the survey portal and the validation can be done using user-based login in the same portal. This Portal can also be used to view the country wide dashboard by registering themselves and they can also filter out the data they need, compare various cities on multiple data points and also perform basic analysis like trend analysis, correlation and regression.

Overview:

The ideal candidate will play a key role in analyzing business needs, translating them into actionable requirements, and collaborating with cross-functional teams to implement solutions that drive efficiency and growth. Your experience with data analysis will be instrumental in leveraging data insights to inform business decisions and optimize processes.

Responsibilities:

- Conduct thorough business analysis to identify opportunities for improvement in processes, systems, and workflows.
- Collaborate with stakeholders across departments to gather and understand their needs and challenges.
- Analyze data from various sources (internal systems, customer data, market research) to identify trends, patterns, and insights.
- Develop clear and concise user stories, functional specifications, and other business requirements documentation.

- Work closely with developers, designers, and other IT professionals to ensure solutions meet business objectives.
- Participate in the design, testing, and implementation of new systems and processes.
- Develop and maintain business process models (BPMN or similar) to document workflows.
- Monitor and measure the success of implemented solutions, and recommend ongoing improvements. Stay up-to-date on industry trends and best practices in business analysis and data analysis.

Qualifications:

- BE/B.tech Preferably, Computer Science/IT.
- 2-5 years of experience as a Business Analyst, Data Analyst, or a similar role.
- Strong analytical and problem-solving skills with the ability to identify root causes and develop solutions.
- Excellent communication and collaboration skills to effectively interact with stakeholders at all levels.
- Experience in eliciting and documenting business requirements.
- Proficiency in data analysis techniques and tools (e.g., SQL, Excel, data visualization tools).
- Knowledge of business process modeling, requirements elicitation, and documentation techniques.
- Understanding of Agile methodologies (Scrum, Kanban) is a plus.
- Strong knowledge and working experience with Apache Spark.
- Strong communication skills and the ability to work within project schedules and deadlines.
- Experience on Microservices architecture.

Technical Skills:

- Microsoft Office Suite (Word, Excel, PowerPoint).
- Data Analysis Tools (e.g., SQL, Tableau, Power BI; familiarity with at least one)
- Business Process Modelling Tools.
- Apache Spark.

Number of Position(s): One

Location: Based out of the office at NIUA, New Delhi, with travel to various Indian states as and when required.

References: Name and contact information of two references, as indicated in NIUA's online application.

Applications without references will not be considered.

Remuneration: At par with the industry standards, depending on experience and skills. Proof of past remuneration (proof of last three months' salary/ contract indicating remuneration) will be required.

Notice Period: The notice period for termination from either side will be 30 (thirty) days or salary in lieu of.

Application process: Submit your CV and cover letter through the NIUA portal.

Last Date of Application: 27 May 2024. Hiring is on a rolling basis and applications for this position will be remain open till we find a suitable candidate.