



# JOB DESCRIPTION

## **Business Analyst**

Caerus3 Advisors & Think Tank is an Equal Opportunity Employer & Service Provider; Diversity, Equity & Inclusion is in our DNA and do not differentiate in hiring on basis of diverse socio-economic backgrounds, ethnicity, religion, region, caste, race, color, gender, age, physical abilities, or sexual orientation. We discourage any form of marginalization, discrimination, or intimidation to any person(s), Group or Organizations. We have a zero-abuse tolerance policy

### **About Us**

Advisory Firm with a difference; set up by likeminded professionals who have been on the "other side of the table" for `3 decades and have a comprehensive understanding of the key pain areas and challenges faced by today's CXO

Our Advisory and Assurance Lines of Practice will help you provide "one stop shop" end to end solutions in Transaction Advisory & Regulatory Compliance with key focus on Human Capital Agenda Technology, Enterprise Risk Management & Process excellence

Our Ignition Services helps mentor and guide start-ups in raising Equity and or Debt. We work closely with them in designing their Organization Structure, drafting their Business and Financial Plans

Our Think-Tank works as a catalyst for our clients. We have a dedicated Research team, over a dozen Industry leaders as dedicated "Trusted Partners" who share with us Industry Best Practices, the Macro and Micro Business Drivers that impact Business. We write and publish Featured Insights and we undertake Virtual Dialogues on topics of Political-Socio Economics

We have Offices in Mumbai, New Delhi & Pune and Representative Offices in Dubai and London

www.caerus3advisors.com

#### **Skills Required**

- Excellent Oral and written communications
- Analytical thinking and problem solving
- Being detail-oriented and capable of delivering a high level of accuracy on time
- Time management and Organizational skills
- Self-motivated to work proactively
- Ace in MS Office especially PowerPoint and Excel
- Highly driven and demonstrated ability to implement and deliver against aggressive targets
- Team player with a positive mindset

#### **Roles & Responsibilities**

- Analytical and Business Review of Investment Memorandum
- Business Process Mapping
- Ability to Define; Measure and Analyze Process "bugs" and
- Identify areas of Improvement
- Research & Analysis
- Project Management
- Work closely with Senior Business Analysts / Principal consultants

