



Company Description:

6th Street Consulting is an IT consulting company based in Redondo Beach, CA that provides a casual and encouraging work environment for its employees. Recognized as a leader in providing SharePoint professional services and solutions, we offer employees a unique opportunity to be a part of a fast growing company with almost limitless opportunity for advancement. Employees are regularly recognized for their contributions to the company and are encouraged to learn new technologies through external training and intermeeting mentoring. Our office is adjacent to the Pacific Ocean offering amazing oceanfront views from employee desks.

For more information about 6th Street Consulting, feel free to check us out at: <http://www.6sc.com>.

Job Description:

The Business Analyst is responsible for working closely with clients and our internal development team by performing as a virtual bridge between both groups. In doing so, the Business Analyst manifests client needs and expectations into tangible business requirements for our internal project execution team. Candidates must have excellent analytical, problem solving, customer relations and communication skills, along with the ability to work well in a team environment.

In this role, the Business Analyst is required to:

- Be an effective communicator and solutions subject matter expert:
 - Communicate effectively and demonstrate the firm's technical solutions to clients
 - Perform as solutions specialist transforming client ideas and expectations into sound business requirements
- Perform as a client liaison
 - Work closely with firm's development team as the liaison to the client
 - Communicate regularly with clients to ensure expectations are properly aligned and met
 - Coordinate and escalated as needed to primary account manager and/or project manager
 - Prepare and conduct requirements and design review sessions with clients
 - Train client personnel on new functionality (train-the-trainer)
 - Provide input to business-delivered training materials
 - Assist in defining project objectives, schedules and priorities, articulate and effectively communicate project issues and status to management and project team members
- Document project requirements
 - Assess and analyze client's data and business requirements

- Lead sessions to drive requirements for facing SharePoint solutions. This includes planning, facilitating, summarizing and determining next steps.
- Document, compile and maintain all (business & technical) requirements for project
- Work with the client and project managers on prioritization and business benefit of requirements
- Understand, analyze and document client / customer business processes and workflows
- Build web application “wireframes” using cutting edge technical software tools
- Serve as main point of contact for project team for clarifications of requirements
- Perform as a SharePoint Developer (Power User)
 - Develop client solutions in SharePoint using the “Out of the Box” SharePoint web interface
 - Create lists, permission groups, sites and pages as needed to support client deliverables

Professional Qualifications:

- 1-3 years performing as a technical Business Analyst
 - Consulting firm experience a plus
- Expert with MS Office – Word, Excel, PowerPoint, Outlook
- Experience with SharePoint a plus
- Strong technical background and/or extreme passion for technology
- Must be self-confident, assertive and self-motivated
- Desire to learn and willingness to work hard
- Must be a U.S. Citizen
- Degree:
 - BS – MIS/IS, Computer Science/Engineering
 - BA - Business/Finance/Accounting/Communications

Compensation:

- This is a full-time position
- Compensation is commensurate with experience
- Full benefits and vacation include
- Training
 - Professional : continued training and career advancement opportunities
 - Technical: ongoing technical training with MS Office (includes Visio and Project) and SharePoint



6th STREET CONSULTING

How to Apply:

Please fax or email your **RESUME INCLUDING A COVER LETTER** in order to become a part of our great team. Submissions without a cover letter will not be considered. Thanks for your interest and we look forward to hearing from you!

Email: jobs@6sc.com

Fax: (310) 388-1401