



A dynamic and innovative company in full growth, Firstcaution SA is a Swiss insurance company active in the field of rental guarantees without bank deposits.

To support its business growth, the company is looking for a qualified and experienced person in the following field:

## Salesforce Business Analyst à 100%

### What you'll do:

- Collaborate with business users and managers during project initiation phase: setting project and feature backlog priorities and defining scope as well as contributing to other project documents such as Business Cases and Project Charters.
- Develop detailed business & functional requirements, including use cases & user stories
- Conduct User Acceptance Testing and end user training
- Provide point and click administration and configuration of CRM system
- End to end project management of small to mid-sized projects
- Active and hands-on participation in all relevant phases of the implementation

### Requirements:

- Previous experience developing requirements for Salesforce CRM project or implementation
- 2 years of previous business analyst experience developing detailed business & functional requirements, conducting User Acceptance Testing and end user training
- Previously responsible for point and click administration of mission critical system (ex: ERP, CRM, etc.)
- Experience collaborating with business stakeholders, business process owners, and technical teams to execute business analysis tasks
- Experience authoring requirements, definition, and related documentation
- Must have excellent problem solving, analytical, documentation and communication skills
- Excellent project management skills and a positive attitude
- Demonstrated ability to meet deadlines, handle and prioritize simultaneous requests
- Proficient in Microsoft Word, Excel, PowerPoint, Project, Visio, SharePoint as well as other project management tools
- Fluency in French and English is essential, fluency in German is a plus.

### What we offer :

- Startup working atmosphere in a dynamic and rapidly growing company
- Diverse, autonomous work with "bottom-line impact"
- Motivated, dynamic colleagues

**Working location :** Nyon

**Start date:** Immediately or upon agreement

We look forward to receiving your application documents by email to

[sandrine.obadia@firstcaution.ch](mailto:sandrine.obadia@firstcaution.ch) Applications by post will not be considered or returned.