

Talent Acquisition

Business Analyst Intern

Fireman's Fund Insurance Company is currently looking for a Finance/Economics major to take on an intern position within our Chief Administrative Officer's organization. This is a full time (37.5 hour) intern position with a potential for temporary to permanent conversion. We are looking for either a recent graduate or current student to fulfill this request.

Job Description:

Communication liaison between business units/IT. Interviews subject matter experts. Conducts business analyses, assessments, preliminary cost/benefits analyses. Identifies/evaluates/recommends solutions. Documents/analyzes/communicates user requirements. Determines impact on workflows. Prepares analysis charts and data. Receives, tracks, prioritizes, reports problems; refers to appropriate staff for resolution. Prepares project plans, schedules, task dependencies, resource requirements/utilization.

Job Requirements:

Bachelors Degree desired. Certifications, Registrations, Licenses or Specialized Training: CPCU designation desirable; IIA insurance coursework or certification preferred; Project Management Certification desirable. Requires working knowledge of Lotus Notes and most standard software applications. Understanding/application of standards, principles, theories, concepts and techniques of business analysis. Requires general knowledge of insurance operations. Possesses strong understanding of business unit supported. Excellent verbal and written communications skills. Strong interviewing and consultative skills. Ability to work in team environment. Strong project management skills including use of IT project planning tools and project management software. May require some travel.

Contact Information:

Greg Wright (Senior Recruiter)

Phone: 415-899-4144

Fax: 888-702-4999

Email: gwright@ffic.com

Location:

777 San Marin Drive

Novato, CA 94998