

PERFORMANCE CONSULTANT SA

Conseil en ressources humaines

Business Analyst

Our client:

A top International Health Organisation based in Geneva

Role & Responsibilities:

1. Planning

- In the planning phase, the team performs some desk review and engages the client and other relevant stakeholders to define the advisory objectives, scope, methodology and work plan.

2. Fieldwork (assessment and design)

Advisory work plan is carried out in collaboration with the client. This typically includes an assessment and a design phase:

- In the assessment phase, the team is analysing the status quo - this normally involves desk review, various analyses, interviews/surveys, benchmarks where relevant;
- In the design phase, the team works - in close collaboration with the client - on recommendations, potential "to-be" state of some of the elements identified in the assessment, laying out options and considerations for management. It also helps defining a roadmap for the Secretariat going forward.

3. Reporting

At the end of the project, a final report is drafted to summarize conclusions and share the information to management, and/or Board and/or to be published.

Across the above phases, the consultant will be involved like an OIG team member. Examples of tasks that they would perform include (not exhaustive):

- Contributing to brain storming sessions with advisory team and clients/ other relevant stakeholders;
- Desk review activities (review of available documentation);
- Analytical and conceptual analysis to draw insights on specific topics;
- Preparing and conducting interviews/workshops and document discussions, draw common themes;
- Preparing and analyzing surveys;
- Writing reports and facilitating syndication and finalization
- Helping the Lead and/or Manager on various tasks related to project management and stakeholder engagement.

Profile:

- Academic degree in a relevant discipline, e.g., business administration, management and economics, public management.
- **A minimum of five years' professional experience working in business analysis, advisory and management consulting** in a diverse and multicultural environment.
- Business acumen and ability to acquire and process a high volume of technical information in a short amount of time.
- Ability to independently conduct complex documentary reviews and perform data analyses in Excel.
- Strong analytical and conceptual thinking.
- Fluent in English

Contract type: Temporary contract for 6 months

Rate of activity: 100%

Starting date: Immediately

We guarantee you to handle your application in total confidentiality

Consultant responsable du mandat : Mouhssine Moudrik

Ref : MM381642832