

Job Title:	Business Process Consultant	Job Category:	Full-time
Domain:	Drug Discovery & Development	Date Posted:	05-Feb-2019
Location:	Cambridge, United States	Zifo Contact:	hr@zifornd.com



Q. What is the job description?

- » The Business Process Consultant will be responsible for developing new business and providing support to strategic projects for the research and development division of pharmaceutical and biotech companies. The Consultant will work with Business Users and Managers of our Customers in conjunction with the internal Zifo support team. The Business Process Consultant will provide the consulting skills required to analyze customer needs and gaps and propose solutions to achieve the desired state

Q. What are the job responsibilities?

- » Customer Success
 - Review Business processes and systems
 - Evaluate Industry trends to identify areas for optimization
 - Develop recommendations and future state strategy
 - Perform Gap Analysis, Define Future state process workflows and data models
 - Produce and deliver required documents and reports to customers
 - Project Management (Customer & Internal)
- » Business Development
 - Establish and manage the relationship with customers
 - Identify and develop new opportunities in existing and new accounts by promoting Zifo as a R&D solutions partner

Q. What are the required skills?

- » Strong Written and Oral communication skills
- » Business Analysis Skills
 - Requirements elicitation & Use Cases creation
 - Technical Writing
 - Data Analysis

- Process & Data Modeling
- Data Mining
- Cost/Benefit Analysis
- » Project Management skills
 - Resource & Effort Planning
 - Task Planning & Scheduling
 - Scope & Time Management
 - Vendor Management
 - Risk Assessment

Q. What are the desired competencies?

- » Independent, Self-Motivated & Results driven individual
- » Willingness & Ability to acquire quickly new Technical Skills & Business Principles
- » Ability for Critical Thinking and Logical Reasoning
- » Good Understanding of Pharmaceutical Research and Drug Discovery & Development processes and Biologics workflows
- » Experience (2-3 years) with Customer/Client focused delivery model
- » Previous experience (2-3 years) with Productivity tools such as VISIO, Excel, PowerPoint, Word, Microsoft Project
- » IIBA, PMP Certification is a plus
- » Strong Understanding of SDLC (Agile is preferred), ITIL concepts, Database Design and Data Modeling concepts
- » Ability to facilitate Scrum ceremonies, prioritize requirements, guide development team and remove blockers

Q. What is the required education/work experience?

- » Bachelor's/Master's degree or equivalent in a scientific or health care field
- » Minimum 2-3 years as a Business Process Consultant/Analyst, preferably in the pharmaceutical /Life sciences industry
- » Minimum of 1 year experience in R&D Informatics systems such as LIMS, ELN, SDMS
- » Experience in Nautilus LIMS and working in a FDA regulated environment is preferred
- » Basic understanding of Lab processes for Next generation sequencing lab

Q. What is Zifo?

- » Zifo RnD Solutions is a fast-growing global organization with offices in **US, UK, Germany, France, Japan** and **India**. Zifo helps organizations strategize, design, implement and support their systems in the areas of **Laboratory Informatics, Scientific Data Management, Clinical Biometrics, Genome Informatics** and **Compliance Solutions**.
- » Zifo works with customers from more than 20 countries, including **7 of the Top 10 global Bio-Pharmas**. It has been ranked one of the **Fastest Growing Technology Companies** for 7 consecutive years (2012 – '18) by Deloitte, and thrice been recognized as one of the **Best Companies to Work For** in India by the Great Place to Work Institute (2016-'18).

Looking for a long-term enriching career with us? Send in your resumes to 'hr@ziford.com'

We look forward to meeting you soon!

