



# Business Analyst Level 4. ●

# Develop the talent to take your company forward.

Our programmes let you seize the opportunity to reap the many benefits of nurturing up-and-coming talent.

Not only can hiring an apprentice cost-effectively transform your wider team's productivity and inject new skills into your business, but it can also help you:



Investigate wants, needs, problems and opportunities for change



Development of options and recommendations for change



Perform Business process analysis and improvement



Undertake requirements elicitation with stakeholders to identify business and user needs



Identify data requirements relating to business improvement



Support the creation of data models to illustrate how data is represented within a business system



Assess and document the drivers, costs, benefits and impacts of a proposed business change



# Why work with Apprentify?

## Apprentices of the highest calibre

We identify the best talent through a robust quality driven apprentice selection process defined by a 6-point sales assessment carried out over the course of a day.

## Cutting edge curriculum

All our programmes have been designed in-house by our team of industry experts and tutors with employers and businesses in mind and in particular job role skills sets for the future. Teaching is regularly updated so that it is both current and relevant.

## Best Programme Design

Visual & Innovative programme with no venues to travel to. The blended teaching is made up of interactive virtual classroom training, e-lessons and activities as well as 1:1 coaching sessions in the workplace.

## Paths to Mastery

We not only offer the curriculum as set out in the standard but employers can benefit from further specialist training which is right for the business. Exclusive to Apprentify and a true value add with no extra cost it gives apprentices the chance to gain additional qualifications in certain areas specific to their job role and chosen alongside the employer to ensure a relevant skill set for the company.

## Convenient Starts

Rolling starts so your apprentice can start when it suits you rather than waiting for a fixed cohort start date.

Not every company is the same, so why would the training be? With a focus on the technical as well as the engagement side of Business Analyst, Apprentify will train your apprentice in the skills that are relevant to your business.

## Business Analyst Level 4

[Click here to link to the course](#)

**Duration:** 15 months plus End Point Assessment

This apprenticeship is the perfect introduction to a career in Business analysis. IS Business Analyst, IT Business Analyst, Business Systems Analyst, Requirements Analyst/Engineer, Business Process Analyst.

IS (Information Systems) Business Analysis is an advisory role that provides a critical layer of challenge and scrutiny for organisations who wish to deliver IS change successfully. IS Business Analysis enables organisations to “do the thing right.” Given the risk of solutions failing to meet organisational needs, it is crucial that IS Business Analysis is undertaken before projects are initiated.

### Key Learning Outcomes:

- Apply structured techniques to investigate wants, needs, problems and opportunities
- Document the current situation and apply relevant techniques to structure information
- Assist in the recommendation of business and IS changes
- Model business situations with clearly-defined boundaries using contemporary modelling techniques and digital modelling tools
- Analyse business process models to identify opportunities for improvement
- Redesign business process models using different scenarios and different solution models
- Elicit requirements from stakeholders to identify business and user needs
- Analyse, validate, prioritise and document functional and non-functional requirements for business situations
- Identify data requirements relating to business improvement
- Assist in the management and controlled change of requirements
- Create data models to illustrate how data is represented within a business system
- Revise the data model in accordance with different proposed solutions
- Compare current and future state business situations with a view to developing a roadmap for business improvement
- Define acceptance tests for business change and IS solutions
- Identify stakeholders impacted by a proposed change, understand their perspectives and assess how their interests are best managed
- Assess and document the drivers, costs, benefits and impacts of a proposed business change

### Path to Mastery

The Path to Mastery gives apprentices the chance to gain additional skills in specialist areas. Employers and employees can choose from either the Social Selling or the Optimising Email pathway. Decisions should be made based on the needs of the business. Both are designed to enhance expertise in a certain area of prospecting in the sales lifecycle. This added training will then allow your apprentice to thrive in your company and provide you with a greater return on your investment.

### Introduction to Professional Scrum - Pluralsight

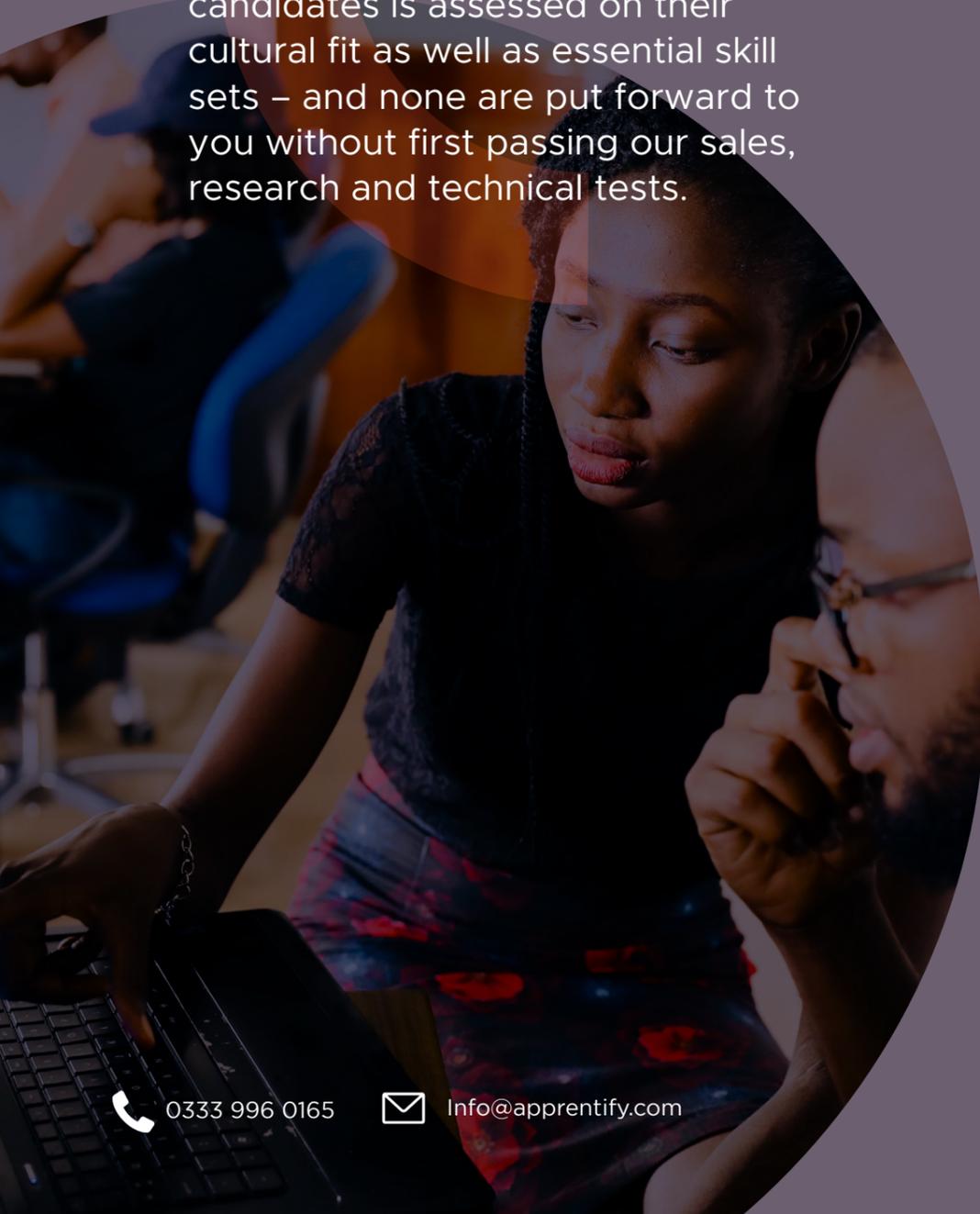
- Scrum foundations
- Scrum roles and responsibilities
- Scrum events
- Scrum artifacts and the Definition of Done
- Product backlog
- Scrum anti-patterns

### Using the Scrum Framework - Pluralsight

- The general principles and components of the Scrum Framework
- The agile theories and concepts that underlie the Scrum Framework

# Talent Recruitment.

Apprentify sources remarkable sales and marketing talent for your organisation. Every one of our candidates is assessed on their cultural fit as well as essential skill sets – and none are put forward to you without first passing our sales, research and technical tests.



When you choose us for your apprentice, you'll gain access to a talent pool that's brimming with hungry, passionate and intelligent Business Analyst. Whether you need a technical or creative addition to your team, you can rely on us to deliver the ideal apprentice for your needs – every time.

Apprentify hold an Apprentice Assessment Session every week for candidates applying for roles.

Integral to the apprentice journey is Information, Advice and Guidance (IAG) from this first point of contact through the apprenticeship training and ultimately to the long term career objective.

This is a full day made up of two key parts – IAG and Assessment

## IAG

- Business Analyst Skill Scan conducted by a Development Coach
- Maths and English Pre Scan using BKSB
- Additional Learning Needs Pre Scan using Cognassist
- A range of activities designed around practical communication and employability skills
- A comprehensive brief of the Apprenticeship Programmes
- Planning and executing 20% off the job learning
- Understanding of the expectations, time and commitment involved.

## Assessment

- Subjective skill scan where each candidate has the opportunity to score themselves on their current skills and knowledge within sales. The coach objectively questions each of the areas covered to determine level and depth.
- Peer to peer interview session
- BKSB initial assessment to understand current Maths and English ability to ensure they are working to the required level
- Analytics assessment to explore Maths ability further
- Research and pitching scenarios to explore student initiative and research skills and also test their pitching and ability to tailor to their audience

At Apprentify we are committed to comprehensive recruitment. It's important to us that every company secures a Business Analyst candidate that's perfect for their company in every way.

# Our trusted clients



OLIVER BONAS

**Next Steps**  
**Get in touch today on**

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