

Consultant

Full-Time – Los Angeles, CA

About this position:

Waveseven, a full-service consulting firm in the media & entertainment industry, is seeking ambitious young professionals to join their team. We are seeking individuals who have an ability to learn new concepts quickly, a strong desire to grow, and the drive to deliver for our clients.

As a member of our team, you will be expected to work independently and in a team to help our clients solve their most complex problems. You will be expected to assess potential impacts, gather requirements, analyze options, and communicate your recommendations to business users and project managers.

Responsibilities include:

- Assist in the definition of project scope, objectives, timelines, and overall approach
- Implement & integrate business strategies and alternatives
- Collect, review, analyze, evaluate, and prioritize business and system requirements from business users
- Document business requirements and process flows
- Serve as a liaison between the business users and technical teams
- Work with the developers to assist them in understanding the requirements
- Provide input into project progress reporting
- Identify and report project risk and issues
- Develop test plans and scenarios
- Conduct testing and guide user acceptance testing
- Create training material and deliver training

Skills:

- Communication with both technical and non-technical users
- Data analysis including developing spreadsheet models to support recommendations/conclusions
- Process design, process flows, mapping
- Ability to present deliverables to an audience
- Work independently and manage daily workflow
- Prior experience working as a business analyst on projects
- Excellent work ethic and ability to meet deadlines
- Proficiency in Office 365 especially Excel and PowerPoint; as well as flowcharting software (e.g. MS Visio)

Required:

- Bachelor's Degree in business, accounting, or related fields
- 3+ years working experience
- Expertise in MS Office Suite including Excel, PowerPoint, Word, and Visio
- Expertise in process design and documentation

Preferred:

- Master of Business Administration or similar degree
- Experience in the Media & Entertainment industry



- Prior experience working for a business management consulting
- Knowledge of ERP systems (SAP, Ariba)
- Experience in SOX compliance & documentation
- Experience with Agile methodology and associated tools like Jira, MS Azure DevOps, Asana, etc.

About WaveSeven:

WaveSeven is a full-service boutique consulting firm with multiple Fortune 500 clients. We are focused on providing the highest level of service for its clients by collaborating with Business and IT professionals to help get the job done. We are built on the idea that value can be delivered to a client by providing the best resources and the highest moral integrity.

Contact: careers@waveseven.net