JOB VACANCY FORM

Job Type: Full-time

Job Title: Business Analyst

Application Deadline: August 31, 2016

Reference Number: FSED16-36

Company Description

NAME OF FIRM/INSTITUTION: Arthur D. Little

TYPE: Multinational

INDUSTRIAL SECTOR: Management Consulting

FIRM WEBSITE: www.adlittle.com
Job Description

BRIEF JOB DESCRIPTION:

As Business Analyst at Arthur D. Little you will work on well-defined tasks with consulting projects and other assignments, with the close support and guidance of your case manager. The Business Analyst’s role includes:
- Conducting research and analyzing data from various sources
- Extracting concise messages and insights from your research
- Assisting the team in building presentations and reports
- Providing input in client meetings regarding own work
- Interacting with customers during workshops and interviews

JOB LOCATION(S): Beirut, Lebanon/Riyadh, KSA/Dubai, UAE

DEGREE: Bachelor

MAJOR/EMPHASIS: Engineering, Business or Economics

WORK EXPERIENCE: 0-2 years

LANGUAGE SKILLS: Arabic Language, English Language, French Language

Computer Skills: High proficiency in MS Office applications, in particular PowerPoint, Word, Excel

Other Skills: Excellent analytical and interpersonal skills

Benefits: Health Insurance, Bonus, Laptop, Mobile Phone

WORKING DAYS: Monday - Friday (Beirut)/Sunday - Thursday (Dubai, Riyadh)

WORKING HOURS: 9AM - 6PM
How to Apply

Interested candidates may visit our stand or send their resumes to mg03@aub.edu.lb specifying the reference number: FSED16-36

If you wish to be removed from the mailing list of Career and Placement Service, Student Affairs, click on the following hyperlink: http://tinyurl.com/CPS unsubscribe and fill the necessary information.

ALL STUDENTS AND AUB GRADUATES SHOULD ATTACH THEIR UPDATED RESUME AND COVER LETTER WITH EVERY JOB APPLICATION; OTHERWISE, YOUR EMAIL WILL BE DISREGARDED.

For further information, please do not hesitate to contact:

Dr. Maryam Ghandour

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The job vacancies are for AUB students and alumni ONLY.