

Junior Functional Analyst

Job Description

About the Role

We are seeking a motivated and detail-oriented Junior Functional Analyst to join our product and delivery team. In this role, you will work closely with senior functional analysts, product owners, UI/UX designers, testers, and customers to understand business needs and translate them into clear functional requirements.

This position is ideal for fresh graduates or early-career professionals who want to build a career in functional analysis, business analysis, and software testing, with exposure to modern, AI-driven software delivery practices.

Key Responsibilities

- Assist in understanding customer business requirements through discussions, documentation review, and research
- Analyze customer-provided documents and prepare clarifying questions under guidance
- Perform domain, market, and product research to support requirement analysis
- Support requirement analysis and assist in preparing functional documentation such as requirements/features, user stories, acceptance criteria, and process flows
- Participate in client and internal meetings and actively contribute to discussions
- Collaborate with UI/UX teams to support wireframes and functional designs
- Review and validate UI designs against business and functional requirements
- Support functional and end-to-end testing based on defined requirements and user scenarios
- Participate and execute basic test cases in collaboration with the testing team
- Identify, log, and track defects with clear, accurate, and complete details
- Communicate clearly and professionally with customers and internal stakeholders
- Use documentation, collaboration, and tracking tools as per defined processes
- Demonstrate ownership, proactive thinking, and a strong willingness to learn
- Coordinate with team members to ensure clear communication and alignment on deliverables
- Build and maintain strong positive working relationships with customers and internal teams

Required Skills (Must Have)

Functional & Technical Knowledge

- Basic understanding of the Software Development Life Cycle (SDLC) and Software Testing Life Cycle (STLC)
- Working knowledge of Agile methodologies such as Scrum (certification is a plus)
- Ability to understand basic technical concepts and communicate effectively with development teams
- Basic awareness of modern software technologies and platforms
- Familiarity with documentation and collaboration tools is an advantage
- Good working knowledge of Microsoft tools such as Excel, Word, and PowerPoint

Working Competencies

Infanion office in India:

Infanion, Office No. 23/1, 4th floor, 1st Main Road, Channamma Layout,
Seetharampalaya, Bangalore - 560048, India
CIN: #U72100KA2011PTC058055 GST: #29AACCI5779H1Z2

Infanion office in Europe:

Infanion, Hilstraat 18, 3120 Tremelo, Belgium
VAT: BE 0882 782 845

- Communication: Strong verbal and written communication skills with the ability to explain functional concepts to both technical and non-technical stakeholders (English proficiency is essential)
- Organization: Ability to manage multiple tasks, maintain structured documentation, and meet timelines
- Composure under pressure: Remains calm in challenging situations and approaches problems logically
- Stakeholder interaction: Comfortable engaging with customers and internal stakeholders across levels
- Proactive problem-solving: Takes initiative to resolve functional gaps and knows when to escalate issues
- Team collaboration: Works effectively with cross-functional teams toward shared goals
- Adaptability: Flexible in agile environments and responsive to changing requirements
- Accountability: Takes responsibility for assigned tasks and follows through on commitments
- Global exposure: Experience or comfort working with international customers (Europe / USA) is an added advantage

Experience and Education

- 0–2 years of experience in: Functional analysis/Business analysis, Manual testing, Project coordination or Agile delivery support (preferred)
- Bachelor's degree in Engineering, Computer Science, Information Technology, Management, or a related field
- Any Functional Analysis, Business Analysis, Testing, or Agile-related certification is an added advantage

Key Personal Attributes

- Committed to tasks and deadlines
- Hardworking and self-motivated
- Quick learner with a proactive mindset
- Takes initiative and ownership
- Result-oriented with basic decision-making ability

What We Offer

- A strong foundation in functional analysis and AI-driven software development
- Hands-on training and real project exposure
- Opportunity to work with international customers
- A dynamic and collaborative work environment
- Fast-track learning and career growth opportunities
- Exposure to cutting-edge technologies and AI platforms
- Competitive entry-level compensation

Job Location

Bangalore, Karnataka, India

Interested?

Interested in this open position? Please send your resume to want2b@infanion.com

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