

US-Bangla Airlines

Executive - Business Analyst

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Application Deadline : 20 May 2026

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Summary

Vacancy: --	Location: Dhaka	Salary: Negotiable
Experience: 1 to 2 years	Published: 05 May 2026	

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Requirements

Education

- Bachelor's degree in Business Administration, Computer Science, or related field

Experience

- 1 to 2 years
- The applicants should have experience in the following business area(s): IT Enabled Service, Software Company, Direct Selling/Marketing Service Company
- Freshers are also encouraged to apply.

Additional Requirements

- Strong analytical and documentation skills
- Experience in business process mapping and requirement gathering
- Good understanding of system workflows and product development lifecycle
- Strong communication and stakeholder management skills
- Good knowledge of software requirement analysis and User Acceptance Testing (UAT)

Responsibilities & Context

- Gather, analyze, and document business requirements from stakeholders
- Prepare Business Requirements Documents (BRDs), Functional Requirement Documents (FRDs), user stories, use cases, and acceptance criteria
- Design end-to-end workflows for booking processes (search, reservation, cancellation, refund)
- Define workflows for hotel onboarding, extranet operations, and property management, identify process gaps, inefficiencies, and edge cases
- Collaborate with Product Managers, UI/UX designers, and Developers to ensure proper implementation
- Participate in product planning, discussions, and sprint meetings
- Define requirements for key modules including booking journey, extranet, inventory, pricing, finance, reporting, analytics, and guest communication
- Support definition of pricing rules, business logic, and decision-support tools
- Ensure consistency of business rules across all system modules
- Support User Acceptance Testing (UAT), validate system against BRD/FRD, and track issues and improvements

Compensation & Other Benefits

- Weekly 2 holidays
- Lunch Facilities: Full Subsidize
- Salary Review: Yearly
- Festival Bonus: 2
- Rebated air ticket as per company policy
- Health Insurance
- Free Air Ticket as per company policy

Employment Status

Full Time

Job Location

Dhaka

Company Information + Follow

US-Bangla Airlines

Address:
9th Floor, House: 01, Road: 01, Sector: 01, Uttara, Dhaka-1230

Website:
<https://usbair.com/>

Business:
US-Bangla Airlines Ltd. is a private airline in Bangladesh.