



Autobooks works hard to make small business banking simple. Through our partnerships with banks and credit unions, small business owners have access to a modern suite that makes business banking easier.

When you join Autobooks, you're joining a team dedicated to small business growth. We want your ideas, passion and experience to continue improving what we offer.

Our downtown Detroit HQ is in the vibrant Madison building, named one of the World's Coolest Offices by Inc. Magazine. Autobooks also has a growing presence in Texas with a satellite office in Austin; and offers flexible, remote work environments for certain roles.

Ready to help change what it means to do small business? Let's talk.

The Role: *Business Analyst*

Within this role at Autobooks you will be a key member of the software development process. You will assist with system analysis, design, testing, system documentation and user training. The ideal candidate for this role will have a background in accounting and/or finance with an interest in technology. This is a great opportunity for someone with accounting know-how to expand their skill set and get into a fast placed, growing, leading edge software company. For complete details on this role please see below.

Responsibilities:

- Creating required project documentation (Business Requirements documents, Functional design documents, testing scenarios, etc.)
- Meeting with business and IT users in requirements gathering/functional design sessions as well as capturing and publishing minutes from meetings
- Communicating effectively with team members, customers, and audiences of all technical levels
- Support, lead and assist end-users with requirements definition, project definition and project planning

Required Experience/Skills:

- BS/MS Accounting, Finance or related field, and/or relevant work experience
- Ability to work in a highly collaborative style with team members, stakeholders, and customers
- 1+ years experience in an accounting or finance related field
- Excellent communication, interpersonal and organization skills
- Strong analytical, logical reasoning and problem solving skills, with excellent organizational skills and attention to detail.



Job Type:

- Full Time

Job Location:

- Detroit, MI

A flexible, entrepreneurial work environment and team atmosphere makes this a great place to work. Please provide a complete resume and work history detailing your qualifications and experience to careers@autobooks.co and indicate "Business Analyst" as the subject. To learn more about us, visit www.autobooks.co.